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 14th day of October, 2009, 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, Tele typewriter (TTY) 206-4817. Copies of the Board Packets are available in the Campus Libraries.

Dated this 9th day of October 2009.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT
By: Roy Flores

Roy Flores

Distribution:

Buildings: City
            County

Campuses: Community
          Desert Vista
          Downtown
          East
          Maintenance and Security
          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
   - Barbara Byrnes
   - Laura Rutkoski

5. Student Representatives
   - Hector Araujo
   - Brittany Beasley

6. Faculty Representatives
   - Kimlisa Duchicela
   - Rick Rosen

7. Report — Chairperson of the Board
   - Authorization of Executive Session on November 18, 2009
8. Report — Secretary of the Board

9. Report — Chancellor
   - Mary Rowley, Chair, Board of Directors of the PCC Foundation
   - Michael Racy, President of Racy Associates Inc., and Lobbyist


Information Items

11. Separations from Employment

12. Student Aide Hires

13. BP-2503: Use of Facilities – First Reading

Action Items

14. Approval of Minutes
   A. Special Meeting of August 12, 2009
   B. Regular Meeting of September 9, 2009

15. Consent Agenda
   15.1 New Appointments
   15.2 Adjunct Faculty Appointments
   15.3 Temporary Appointments
   15.4 Legal Services
   15.5 Grant Award: Arizona Department of Education
      GED Marketing Pilot Initiative
   15.6 Extension of Subrecipient Agreement: Sunnyside Unified
      School District Pima Community College Adult Education
      Family Literacy Program
   15.7 Intergovernmental Agreement: Pima County Community
      College District and Arizona K-12 Schools Teacher-Intern
      Preparation Program
Action Items (Continued)

15.8 Curriculum Recommendation – New Workforce Response
Program: Basic Business and Industry Technology – Supervision
Certificate for Direct Employment

15.9 Curriculum Recommendation – New Workforce Response
Program: Logistics Basic Certificate for Direct Employment

15.10 Curriculum Recommendation – New Workforce Response
Program: Logistics Advanced Certificate for Direct Employment

15.11 Curriculum Recommendation – New Workforce Response
Program: Logistics Associate of Applied Science for
Direct Employment

15.12 Curriculum Recommendation – New Occupational Program:
Solar Installer Certificate for Direct Employment

Other Action Items

16. Employment Contract: Chancellor

Adjournment

Regular Meeting
November 18, 2009, 7:00 p.m.
District Office
Community Board Room
4905 East Broadway
Tucson, AZ 85709-1010
TO: Board of Governors
FROM: Chancellor
SUBJECT: General Matters/Reports

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Staff Representatives
5. Student Representatives
6. Faculty Representatives
7. Report—Chairperson of the Board
   • Authorization of Executive Session on November 18, 2009
8. Report—Secretary of the Board
9. Report—Chancellor
TO:        Board of Governors        DATE:       10/14/09
FROM:      Chancellor                ITEM NO:    10
SUBJECT:   Report — August 2009 Financial Statements

Recommendation:

Attached are the financial statements showing preliminary 2009/10 fiscal year results through August 2009. 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 August. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end is approximately $11.3 million. This is higher than the August 2008 net assets increase of $9.9 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 68.3 percent of the budget, which is lower than at the same point last year. Services and supplies expenditures and commitments are approximately 39.4 percent of the budget, which is slightly lower than the previous year.

Statement of Net Assets

As shown in The Statement of Net Assets, total net assets at the end of August are $193.2 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 Finance and Administration (206-4519)

Dr. Roy Flores, Chancellor
<table>
<thead>
<tr>
<th>ASSETS</th>
<th>FY 2009/10</th>
<th>FY 2008/09</th>
<th>Prior Year Totals as of August 31, 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Cash and Cash Equivalents</td>
<td>$60,604,974</td>
<td>$61,234,587</td>
<td>$75,986,888</td>
</tr>
<tr>
<td>2 Property Taxes</td>
<td>2,741,970</td>
<td>3,274,670</td>
<td>2,906,848</td>
</tr>
<tr>
<td>3 Accounts (net of allowances)</td>
<td>6,044,820</td>
<td>6,047,341</td>
<td>4,227,006</td>
</tr>
<tr>
<td>4 Government Grants and Contracts</td>
<td>11,573,871</td>
<td>11,573,871</td>
<td>1,777,955</td>
</tr>
<tr>
<td>5 Student Loans (net of allowances)</td>
<td>17,907</td>
<td>17,907</td>
<td>17,750</td>
</tr>
<tr>
<td>6 Other</td>
<td>1,450,253</td>
<td>1,588,779</td>
<td>1,361,388</td>
</tr>
<tr>
<td>7 Inventories</td>
<td>201,701</td>
<td>201,701</td>
<td>200,638</td>
</tr>
<tr>
<td>8 Prepaid Expenses</td>
<td>111,875</td>
<td>111,875</td>
<td>243,207</td>
</tr>
<tr>
<td>9 Total Current Assets</td>
<td>71,155,593</td>
<td>5,477,810</td>
<td>91,087,095</td>
</tr>
<tr>
<td><strong>Noncurrent Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 Restricted Cash and Cash Equivalents</td>
<td>1,909,855</td>
<td>1,909,855</td>
<td>1,980,838</td>
</tr>
<tr>
<td>11 Notes Receivable (net of allowances)</td>
<td>1,965,724</td>
<td>1,965,724</td>
<td>1,700,285</td>
</tr>
<tr>
<td>12 Other Long-term Investments</td>
<td>2,038,912</td>
<td>2,587,385</td>
<td>3,060,941</td>
</tr>
<tr>
<td>13 Capital Assets</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14 Land</td>
<td>15,291,311</td>
<td>15,291,311</td>
<td>15,291,311</td>
</tr>
<tr>
<td>15 Buildings &amp; Leasehold improvements (net of depreciation)</td>
<td>106,980,331</td>
<td>106,980,331</td>
<td>112,646,887</td>
</tr>
<tr>
<td>16 Construction in Progress</td>
<td>287,292</td>
<td>287,292</td>
<td>255,736</td>
</tr>
<tr>
<td>17 Equipment (net of depreciation)</td>
<td>3,976,989</td>
<td>3,976,989</td>
<td>4,589,483</td>
</tr>
<tr>
<td>18 Library Books (net of depreciation)</td>
<td>1,957,411</td>
<td>1,957,411</td>
<td>1,917,932</td>
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<tr>
<td>19 Total Noncurrent Assets</td>
<td>2,038,912</td>
<td>0</td>
<td>141,443,413</td>
</tr>
<tr>
<td>20 Total Assets</td>
<td>73,194,505</td>
<td>5,477,810</td>
<td>233,759,330</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES</th>
<th>FY 2009/10</th>
<th>FY 2008/09</th>
<th>Prior Year Totals as of August 31, 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 Accrued Payroll and Benefits</td>
<td>$28,441</td>
<td>$28,469</td>
<td>$466,330</td>
</tr>
<tr>
<td>21 Accounts Payable and Accrued Liabilities</td>
<td>903,282</td>
<td>$12,817</td>
<td>1,338,691</td>
</tr>
<tr>
<td>22 Deposits Held in Custody</td>
<td>404,505</td>
<td>404,505</td>
<td>368,102</td>
</tr>
<tr>
<td>23 Current Portion of Long-term Liabilities</td>
<td>4,261,805</td>
<td>4,486,805</td>
<td>3,511,415</td>
</tr>
<tr>
<td>24 Total Current Liabilities</td>
<td>5,193,528</td>
<td>12,845</td>
<td>6,258,470</td>
</tr>
<tr>
<td><strong>Noncurrent Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25 Deferred Revenue</td>
<td>5,450</td>
<td>5,450</td>
<td>23,736</td>
</tr>
<tr>
<td>26 Long-term Liabilities</td>
<td>2,995,697</td>
<td>3,428,697</td>
<td>48,020,324</td>
</tr>
<tr>
<td>27 Total Noncurrent Liabilities</td>
<td>3,001,147</td>
<td>34,291,147</td>
<td>48,044,060</td>
</tr>
<tr>
<td>28 Total Liabilities</td>
<td>8,194,675</td>
<td>12,845</td>
<td>53,874,970</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET ASSETS</th>
<th>FY 2009/10</th>
<th>FY 2008/09</th>
<th>Prior Year Totals as of August 31, 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>29 Invested in Capital Assets (net of related debt)</td>
<td>$96,978,335</td>
<td>$96,978,335</td>
<td>$90,301,349</td>
</tr>
<tr>
<td>30 Restricted for:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31 Loans</td>
<td>1,656,021</td>
<td>1,656,021</td>
<td>1,706,879</td>
</tr>
<tr>
<td>32 Debt Service</td>
<td>2,509,171</td>
<td>2,509,171</td>
<td>2,550,661</td>
</tr>
<tr>
<td>33 Other (Capital Projects)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>34 Grants and Contracts</td>
<td>(450,662)</td>
<td>(450,662)</td>
<td>1,740,740</td>
</tr>
<tr>
<td>35 Unrestricted</td>
<td>$64,999,830</td>
<td>$5,464,966</td>
<td>$82,355,909</td>
</tr>
</tbody>
</table>

<p>| 36 Total Net Assets | $64,999,830 | $5,464,966 | $178,655,538 |</p>
<table>
<thead>
<tr>
<th>OPERATING REVENUES</th>
<th>CURRENT FUNDS</th>
<th>FY 2009/10</th>
<th>FY Prior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General</td>
<td>Auxiliary and Restricted</td>
<td>Plant and Other Funds</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>$ 22,586,648</td>
<td>$ 0</td>
<td>$ 662,993</td>
</tr>
<tr>
<td>Contracts</td>
<td>561,446</td>
<td>(140)</td>
<td>561,306</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>0</td>
<td>61,040</td>
<td>61,040</td>
</tr>
<tr>
<td>Commission and Rent</td>
<td>0</td>
<td>111,839</td>
<td>111,839</td>
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<tr>
<td>Other Operating Revenues</td>
<td>91,652</td>
<td>513,370</td>
<td>605,022</td>
</tr>
<tr>
<td>Total Operating Revenues</td>
<td>23,239,746</td>
<td>686,109</td>
<td>662,993</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OPERATING EXPENSES</th>
<th>FY 2009/10</th>
<th>FY Prior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational and General</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>3,876,319</td>
<td>4,356,185</td>
</tr>
<tr>
<td>Academic Support</td>
<td>3,490,414</td>
<td>3,734,203</td>
</tr>
<tr>
<td>Student Services</td>
<td>2,420,756</td>
<td>2,628,161</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>4,454,223</td>
<td>4,103,004</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>1,473,562</td>
<td>1,638,474</td>
</tr>
<tr>
<td>Depreciation</td>
<td>0</td>
<td>1,391,135</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>555,964</td>
<td>5,056,916</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>0</td>
<td>22,282</td>
</tr>
<tr>
<td>Total Operating Expenses</td>
<td>16,271,238</td>
<td>22,939,360</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Net Operating Loss</th>
<th>FY 2009/10</th>
<th>FY Prior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 6,968,508</td>
<td>$ (10,586,669)</td>
<td>$ (825,155)</td>
</tr>
<tr>
<td>$ (4,443,151)</td>
<td>$ (1,751,003)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NONOPERATING REVENUES (EXPENSES)</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Appropriations</td>
<td>$ 3,985,525</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>1,069,628</td>
</tr>
<tr>
<td>Federal Grants</td>
<td>21,562</td>
</tr>
<tr>
<td>State and Local Grants</td>
<td>0</td>
</tr>
<tr>
<td>State Shared Sales Taxes</td>
<td>0</td>
</tr>
<tr>
<td>Gifts</td>
<td>0</td>
</tr>
<tr>
<td>Investment Income</td>
<td>170,760</td>
</tr>
<tr>
<td>Interest on Capital Asset (related debt)</td>
<td>0</td>
</tr>
<tr>
<td>Total Nonoperating Revenues</td>
<td>5,227,475</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Income before Other Revenues, Expenses, Gains, or Losses</th>
<th>FY 2009/10</th>
<th>FY Prior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 12,195,983</td>
<td>$ (274,772)</td>
<td></td>
</tr>
<tr>
<td>$ (7,558,966)</td>
<td>10,197,200</td>
<td></td>
</tr>
<tr>
<td>$ 11,330,305</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Increase (Decrease) in Net Assets</th>
<th>FY 2009/10</th>
<th>FY Prior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 4,637,017</td>
<td>$ (2,913,006)</td>
<td></td>
</tr>
<tr>
<td>$ 7,567,017</td>
<td>$ 9,606,294</td>
<td></td>
</tr>
<tr>
<td>$ 11,330,305</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET ASSETS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Assets - Beginning of Year</td>
</tr>
<tr>
<td>Net Assets - End of Period</td>
</tr>
<tr>
<td>$ 122,744,918</td>
</tr>
</tbody>
</table>
### Summary of Expenditures and Encumbrances - General Fund - Budget and Actual

For Two Months Ending August 31, 2009

#### EXPENDITURES BY FUNCTION

<table>
<thead>
<tr>
<th>Function</th>
<th>Adjusted Budget</th>
<th>Total Committed Amount</th>
<th>Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Educational and General</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$55,512,853</td>
<td>$28,828,548</td>
<td>51.9%</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$26,200,404</td>
<td>$17,947,439</td>
<td>68.5%</td>
</tr>
<tr>
<td>Student Services</td>
<td>$20,080,000</td>
<td>$14,145,411</td>
<td>70.4%</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$28,179,259</td>
<td>$18,202,514</td>
<td>64.9%</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>$12,375,839</td>
<td>$6,780,169</td>
<td>54.8%</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>$2,066,000</td>
<td>$555,964</td>
<td>27.7%</td>
</tr>
<tr>
<td><strong>Other Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers</td>
<td>$7,559,000</td>
<td>$7,558,966</td>
<td>100.0%</td>
</tr>
<tr>
<td>Fund balance reserved for contingency</td>
<td>$3,776,645</td>
<td>0</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

**Total Expenditures by Function**

$155,690,000  $94,019,011  60.4%  $61,670,989

#### EXPENDITURES BY ACCOUNT

<table>
<thead>
<tr>
<th>Account</th>
<th>Adjusted Budget</th>
<th>Total Committed Amount</th>
<th>Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personal Services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Personnel</td>
<td>$6,229,000</td>
<td>$5,938,977</td>
<td>95.3%</td>
</tr>
<tr>
<td>Faculty</td>
<td>$23,324,000</td>
<td>$21,921,543</td>
<td>94.0%</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>$37,586,000</td>
<td>$35,384,864</td>
<td>94.1%</td>
</tr>
<tr>
<td>Additional Compensation - Faculty</td>
<td>$950,663</td>
<td>$196,139</td>
<td>20.6%</td>
</tr>
<tr>
<td>Other Compensation</td>
<td>$4,458,208</td>
<td>$3,981,243</td>
<td>89.3%</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>$13,428,000</td>
<td>$4,650,782</td>
<td>34.6%</td>
</tr>
<tr>
<td>Student Employment / Workstudy</td>
<td>$113,476</td>
<td>$36,009</td>
<td>31.7%</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>$23,167,734</td>
<td>$2,544,041</td>
<td>11.0%</td>
</tr>
<tr>
<td><strong>Total Personal Services</strong></td>
<td>$109,257,081</td>
<td>$74,653,598</td>
<td>68.3%</td>
</tr>
</tbody>
</table>

**Total Services and Supplies**

$29,744,021  $11,717,064  39.4%  $18,026,957

**Total Expenditures by Account**

$155,690,000  $94,019,011  60.4%  $61,670,989

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**PIMA COUNTY COMMUNITY COLLEGE DISTRICT**

**FY 2008/09**

<table>
<thead>
<tr>
<th>Function</th>
<th>Adjusted Budget</th>
<th>Total Committed Amount</th>
<th>Available Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Educational and General</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$30,051,194</td>
<td>$26,684,305</td>
<td>51.9%</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$18,579,670</td>
<td>$8,252,965</td>
<td>66.2%</td>
</tr>
<tr>
<td>Student Services</td>
<td>$14,317,132</td>
<td>$5,934,589</td>
<td>70.3%</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$17,873,632</td>
<td>$9,977,745</td>
<td>66.0%</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>$5,966,664</td>
<td>$5,595,670</td>
<td>49.4%</td>
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<tr>
<td>Student Financial Aid</td>
<td>$693,248</td>
<td>$1,450,036</td>
<td>23.7%</td>
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<tr>
<td><strong>Other Expenses</strong></td>
<td></td>
<td></td>
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<tr>
<td>Transfers</td>
<td>$114,000</td>
<td></td>
<td>1.8%</td>
</tr>
<tr>
<td>Fund balance reserved for contingency</td>
<td>0</td>
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<td>0.0%</td>
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**Total Expenditures by Function**

$87,595,540  56.1%

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**FY 2009/10**

<table>
<thead>
<tr>
<th>Function</th>
<th>Adjusted Budget</th>
<th>Total Committed Amount</th>
<th>Available Budget</th>
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<tr>
<td><strong>Educational and General</strong></td>
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<tr>
<td>Instruction</td>
<td>$26,684,305</td>
<td>$28,828,548</td>
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<td>Academic Support</td>
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<td>Student Services</td>
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<td>Institutional Support</td>
<td>$1,450,036</td>
<td>$9,977,745</td>
<td>64.9%</td>
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<td>Operation and Maintenance of Plant</td>
<td>$5,595,670</td>
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<td>54.8%</td>
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<td>Student Financial Aid</td>
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<td><strong>Other Expenses</strong></td>
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<tr>
<td>Transfers</td>
<td>$114,000</td>
<td></td>
<td>1.8%</td>
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<tr>
<td>Fund balance reserved for contingency</td>
<td>0</td>
<td></td>
<td>0.0%</td>
</tr>
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</table>

**Total Expenditures by Function**

$87,595,540  56.1%
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

COMMITMENTS FOR INSTRUCTION

Percent of Budget

FY 09 $30.1 M
FY 10 $28.8 M

COMMITMENTS FOR ACADEMIC SUPPORT

Percent of Budget

FY 10 $17.9 M
FY 09 $18.6 M

COMMITMENTS FOR STUDENT SERVICES

Percent of Budget

FY 10 $14.1 M
FY 09 $14.3 M

FY 09 — FY 10
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

COMMITMENTS FOR INSTITUTIONAL SUPPORT

FY 09 $17.9 M
FY 10 $18.2 M

COMMITMENTS FOR OPERATION & MAINTENANCE OF PLANT

FY 09 $6.0 M
FY 10 $6.8 M

COMMITMENTS FOR STUDENT FINANCIAL AID

FY 09 $0.7 M
FY 10 $0.6 M
TO: Board of Governors  DATE: 10/14/09
FROM: Chancellor  ITEM NO: 11
SUBJECT: Separations from Employment

Recommendation:

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

Retirements

Elasowich, Mary “Betty”
DC- Vice President of Student Development
Effective: 12/11/09

Betty Elasowich began her career at Pima as a faculty member in the Allied Health Program at the West Campus in 1975. Betty has held various positions at the College, such as Director of Academic Services, Division Dean of Student Services, and her most recent position as the Vice President of Student Development at the Downtown Campus. Betty Elasowich has decided to retire after 34 years of service.

Olivarez, Amalia “Mollie”
CC-Administrative Services
Effective: 9/30/09

Amalia “Mollie” Olivarez began her career with Pima Community College in 1977. She was hired as a Clerk I at Community Campus and later became an Administrative Aide II. In 2001, she was selected as a Fiscal Support Specialist, ending her career with 32 years of service at Community Campus.

Separations from Employment

Perryman, John H.
Police Officer
DPS - Department of Public Safety Operations
Effective: 8/31/09
Reason: Failure to pass Police Academy

(Continued)
Salazar, Layla
Program Coordinator
DV-Student Development
Effective: 9/25/09
Reason: Other employment

Sonnemaker, Randall
Director
DO-Fiscal Operations
Effective: 9/25/09
Reason: Failure to pass probation

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 10/14/09
FROM: Chancellor  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>Hernandez</th>
<th>Vanessa</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alvarez</td>
<td>Elaine</td>
<td>Hijazi</td>
<td>Shadi</td>
</tr>
<tr>
<td>Azagra</td>
<td>Joanna</td>
<td>Holland</td>
<td>Heather</td>
</tr>
<tr>
<td>Bartley</td>
<td>Vinson</td>
<td>Holland II</td>
<td>William</td>
</tr>
<tr>
<td>Beasley</td>
<td>Brittany</td>
<td>Honea</td>
<td>Michael</td>
</tr>
<tr>
<td>Binder</td>
<td>Larissa</td>
<td>Howard</td>
<td>John</td>
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<tr>
<td>Blanco</td>
<td>Rogelio</td>
<td>Iturralde</td>
<td>Natalie</td>
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<td>Tellaeche</td>
<td>Mariana</td>
<td>Jackson</td>
<td>Eugene</td>
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<tr>
<td>Bouvet</td>
<td>Donald</td>
<td>Jimenez</td>
<td>Blanca</td>
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<td>Bradley</td>
<td>Sherri</td>
<td>Karim Wali</td>
<td>Alan</td>
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<td>Camp</td>
<td>Monica</td>
<td>Leuty</td>
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<td>Marquez</td>
<td>Stephanie</td>
<td>Lomawunu</td>
<td>Natelle</td>
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<td>Carpena</td>
<td>Stefan</td>
<td>Lomawunu</td>
<td>Raquel</td>
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<tr>
<td>Castillo-Lara</td>
<td>Viridiana</td>
<td>Lopez</td>
<td>Lindsey</td>
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<td>Catalan</td>
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<td>Celaya</td>
<td>Steven</td>
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<td>Chavarria</td>
<td>Jennifer</td>
<td>Mahan</td>
<td>Andrew</td>
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<td>Clinkscale</td>
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<td>Manjarrez</td>
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<td>Contreras</td>
<td>Timothy</td>
<td>Martinez</td>
<td>Andrea</td>
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<td>Sherilyn</td>
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<td>Cupples</td>
<td>Yesenia</td>
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<td>Delgado</td>
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<td>Dever</td>
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<td>Ndobegang</td>
<td>Anyangatia</td>
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<td>Johnathan</td>
<td>Nevins</td>
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<td>Nowicki</td>
<td>Janie</td>
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<td>Katrina</td>
<td>Ojeme</td>
<td>Anthony</td>
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<td>Hall</td>
<td>Adam</td>
<td>Orozco</td>
<td>Luissiane</td>
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<th>Seph</th>
<th>Spektor</th>
<th>Artur</th>
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<td>Stagg</td>
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<td>Stanley</td>
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<td>Ruiz-Fierros</td>
<td>Cristina</td>
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<td>Rupp</td>
<td>John</td>
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<td>Saylor</td>
<td>Oscar</td>
<td>Van</td>
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<td>Vasyakina</td>
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<td>Lisa</td>
<td>Vazquez</td>
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<tr>
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<td>Tony</td>
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</tbody>
</table>

**Contact Person:**

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

Dr. Roy Flores, Chancellor
Recommendation:

This is the first reading of the revised Board Policy 2503: Use of Facilities. The Chancellor recommends that the Board of Governors approve the policy.

Background:

As part of the College Plan Initiative 7, the College is developing a calendar to ensure that policies and procedures are regularly reviewed and updated. The following revised Policy has been updated to reflect regulatory changes and has been edited for clarity. The revised Board Policy has been taken to the Chancellor’s Cabinet and the Faculty Senate.

Financial Considerations

There are no additional funds associated with this action.

Contact Person:

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

Dr. Roy Flores, Chancellor
Board Policy Title: Use of Facilities

Board Policy Number: BP-2503
Adoption Date: 10/22/80
Revision Date(s):
Sponsoring Unit/Department: AVC Administrative Services & Facilities
Executive Vice Chancellor for Finance and Administration

Motion Number: 2300
Legal Reference: State Board Regulation R5-1-51 A.R.S. § 15-1408(E); Guidelines Use of Community College District Resources to Influence the Outcome of Elections Arizona Attorney General’s Office 2006

Cross Reference:

The Board of Governors affirms that College facilities may be used for educational, cultural, and recreational activities. The Board of Governors authorizes the Chief Executive Officer to regulate the use of College facilities by faculty, staff, students, governmental agencies, and community groups provided the activities are lawful and consistent with the rules and regulations of the State Board of Directors for Community Colleges in Arizona provided the activities conducted therein are lawful and consistent with applicable policies, guidelines, laws, rules, and regulations.
The Board of Governors affirms College facilities may be used for educational, cultural, and recreational activities. The Board of Governors authorizes the Chief Executive Officer to regulate the use of College facilities provided the activities conducted therein are lawful and consistent with applicable policies, guidelines, laws, rules, and regulations.
TO: Board of Governors  DATE:  10/14/09
FROM: Chancellor  ITEM NO:  14A
SUBJECT: Unapproved Minutes of the Special Meeting August 12, 2009

Background:

The unapproved minutes of the Special Meeting of August 12, 2009 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 12, 2009 at 3:00 p.m. at the District Office, Room D-225, 4905 E. Broadway, Tucson, AZ 85709-1005.

BOARD MEMBERS

Marty Cortez
Dr. Brenda Even
Richard Fimbres
Sherryn Marshall
Scott Stewart

RECORDING SECRETARY

Christie Sexton

ADMINISTRATION

Dr. Roy Flores, Chancellor
Dr. Suzanne Miles, Provost and Executive Vice Chancellor
Dr. David Bea, Executive Vice Chancellor for Administration
Donna Gifford, Assistant Vice Chancellor

Dr. Even called the meeting to order at 3:30 p.m.

Dr. Even reported on the following:

• Board members goals will be finalized and brought back in September.

• Dr. Even discussed a meeting with UA Regent Mark Boyce and President Robert Shelton regarding UA/PCC collaboration, expressing ideas and recommended steps. Discussion ensued. The Board will keep Dr. Flores apprised of developments.

The Chancellor gave updates on the following issues:

• The College is hosting the Native American Conference Meeting and offered our services. He has spoken with Karen Begay and Johnson Bia and suggested Ned Norris and Joe Shirley as honored guests.
• Chancellor received a call from the US Dept. of Education. They are going around the nation on “listening tours”. They are looking at minority institutions and asked if the College would be interested in hosting the event. The purpose is to get input from the community as well as universities.

• The Chancellor had a meeting with Lisa Lovallo of Cox Communications discussing several topics, including scholarships. They have knowledge of technology and are willing to do an audit of the College’s infrastructure to see if we are ready for the future. A team is going to be set up to look at the College capacity and five years out. Ms. Lovallo is interested in helping PCC with distance education. They are positioning themselves to go into the wireless phone business.

• Conversations with the Chancellor. We are reinstituting the Conversations and would like to talk to each Board member, if they would like to participate. All members agreed this was a good idea.

• The Chancellor reported on his attendance at the American Leadership Institute in Napa, reviewing the agenda, and discussion ensued regarding the content of the conference.

Dr. Miles reported on the following issues:

1. Student Registration Analysis for summer and fall terms (copies of analysis were distributed). Discussions ensued regarding student enrollment, transfers and tracking residents who return cards for college information, i.e., do they actually register for classes, etc. More information will be provided in late fall. Class cancellations were discussed and why they are cancelled. We will contact the appropriate departments to see if we can track these cancellations. It was also suggested that we highlight new class offerings in the class schedule and/or the College website, which we will look into doing.

2. Ads in Tucson Lifestyle Magazine were distributed regarding PCC’s 40th anniversary and “Thank you” from the Board to the Community.

Dr. Bea reported as follows:

1. Federal stimulus money is on the way. He explained the two processes involved.

2. Information on dual enrollment was discussed.

3. Family literacy funding was received.

The meeting adjourned at 5:30 p.m.
TO: Board of Governors
FROM: Chancellor
SUBJECT: Unapproved Minutes of the Regular Meeting September 9, 2009

Background:

The unapproved minutes of the Regular Meeting of September 9, 2009 are submitted for approval.
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, September 9, 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
Hector Araujo, Student
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
Charlotte Fugett, President, East Campus
Donna Gifford, Assistant Vice Chancellor
Mary Beth Ginter, Division Dean, Business, Computer & Social Sciences
Diane Groover, Assistant Vice Chancellor for 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 of Instruction
Sylvia Lee, President, Community Campus
Mary Ann Martinez Sanchez, Vice President of Instruction
Leticia Menchaca, Vice President of Student Development
Suzanne Miles, Provost/Executive Vice Chancellor for Academic Services
Lorraine Morales, Assistant Vice Chancellor, Student Services
Harry Muir, Vice President of Instruction
Brigid Murphy, Vice Provost and Assistant Vice Chancellor, Academic Services
Anna Reese, Executive Director, Financial Aid
Nicola Richmond, Executive Director, Institutional Research
Nancy Russell, Vice President of Instruction/Workforce and Business Development
Terry Sawma, Vice President of Instruction/Adult Education
Nancee Sorenson, Vice President of Student Learning Support Services
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
Bill Ward, Assistant Vice Chancellor, Facilities
GENERAL MATTERS

Call to Order

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

Pledge of Allegiance

Richard Fimbres led the Pledge of Allegiance.

Public Comment and Reports

Public Comment

There were no requests to address the Board.

Staff Representatives

Barbara Byrnes and Laura Rutkoski reported on the last Staff Council meeting of September 4, 2009. Highlights included: The Chancellor discussed College changes, including redesign of the Student Service Centers, closer alignment with the County and federal governments, and continued support for professional development. We have record enrollments at Desert Vista, Northwest and East Campuses.

Dr. Lorraine Morales gave the Provost report, which included the renovation of Student Services and reminder of the ribbon cutting on November 2. Lynne Wakefield reported on the following: the 40-hour work week, Standard Practice Guides posted on the PCC website, flu shots will be offered in October, and email protocol. Cindy Dooling gave a report on ACES and Arlene Muniz reported on AFSCME activities.

Student Representatives

Hector Araujo reported on activities at the various campuses as follows: Community Campus highlights: Adult Education Ambassador Program continues; PCCAE Civics Program staff will teach the beginning and intermediate English Language Acquisition for Adults (ELAA) at Rose Wellness Center for Community Programs this year; PSESI Paramedic graduation took place August 26, 2009, graduating 12 students. West Campus highlights: Volunteers provided friendly welcomes throughout the Campus for Welcome Week. Student Government attended Anytown, Arizona Social Justice Conference and Leadership Training August 9-14. Northwest Campus highlights: Student Life will host a
Club Fair on September 1-3, encouraging students to get involved in activities that will further their educational experience. Brazilian Week will be celebrated September 9-11, featuring free movies, dance instruction, and percussion lessons. East Campus highlights: Student Life continues to highlight the BOG-approved Governor’s office on Highway Safety (GOHS) Project, the stated laws on underage drinking. Also, Student Life is hosting their Annual Patriot’s Day Ceremony September 9 and 10, honoring people who worked at the towers or Pentagon and were saved on 9/11 by minor events such as transportation breakdowns, etc. Also featured is signage reflecting the 129 men and women from Arizona killed in Iraq and Afghanistan. Downtown Campus highlights: Welcome Week August 25-27, Native Education Alliance (NEA August 8. Desert Vista highlights: Welcome Back Breakfast & Club/Organizations Fair during first week of classes. Student Government hosted its first two meetings to provide information about the organization, etc.

Faculty Representatives

Rick Rosen reported on the Faculty Senate meeting of August 21, 2009. Some highlights were: discussions with Marketing on removal of course materials from MyPima. Course material will be retained for one year plus the current semester. Current president Diann Porter was nominated and re-elected for another term as President of Faculty Senate. The PCCEA report was presented by Ana Jimenez, covering faculty on-campus hours; final results of meet and confer and summary of summer activities.

Report — Chairperson of the Board

Dr. Even acknowledged the PCC Day of Caring and commended all those who helped, thanking them for making that kind of effort in the community.

Motion to Authorize Executive Session

PASSES

Motion No. 6903


Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.
Report — Secretary of the Board

Secretary Marshall called for a moment of silence to acknowledge the passing of Theresa Montano, a long time friend of PCC and member of Pima Community College Amigos de Pima.

Chancellor's Report

An agreement was signed with Arizona State University to expand access to Baccalaureate Degrees; the first one being in Business Communications. We are also looking at joint faculty appointments and sharing resources in other ways. Dr. Flores and Dr. Crow will be getting periodic updates to monitor the relationship as it develops.

Dr. Flores gave congratulations for enrollment increases. He acknowledged that we are working harder and that some campuses have reached record enrollment.

Dr. Flores invited everyone to attend the Student Services ribbon cutting on November 2 at each campus.

Guest speaker Clarence Vatne, Chief Executive Officer, Marana Health Centers gave a brief presentation of the services provided by MHC Healthcare, including partnership with PCC’s East and West campuses. It was noted that 250 customers are seen each month at the Wet Campus clinic, 25% of whom do not have insurance. MHC Healthcare clinics offer low cost, quality care at 13 clinics serving rural and metro Northwest Pima County.

Guest speaker, Jim Murphy, President/CEO, Pima Council on Aging gave a presentation demonstrating how his company has partnered with PCC in the past and how he hopes it will continue through other programs, including PCC Adult Education linking workforce development options for 50+ job seekers, and consulting on aging issues. He is especially interested in MHC’s continuing involvement at the Green Valley Center. Upon a request by Board Member Stewart, Mr. Murphy will provide data on the client demographics at West Campus (College employees or students).

Dolores Duran-Cerda, a PCC language faculty member, gave an online class demonstration on how instructors can use
Blackboard Vista to teach a Spanish language class. Her feeling is that web-hybrid courses offer an enhanced learning opportunity, especially to the current traditional student who is very familiar with current technology.

Monthly Financial Statements through July 2009

Dr. Bea gave a financial overview through July with positive net assets reported through the end of July.

Information Items

Separations from Employment

Student Aide Hires

These items were noted as information items.

Action Items

Approval of Minutes

Motion No. 6904


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

Consent Agenda

Board Member Fimbres requested that 14.5 Grant Proposal: Governor’s Office of Highway Safety 2010 Highway Safety Grant on the consent agenda be voted on separately.

Motion No. 6905

Richard Fimbres – M, Scott Stewart – S, to approve the Consent Agenda.

14.1 New Appointments
14.2 Adjunct Faculty Appointments
14.3 Temporary Appointments
14.4 Unclassified Pay Rates - Workforce Trainer
14.6 Grant Proposal: U.S. Department of Justice Bulletproof Vest Partnership
14.7 Grant Proposal: United States Department of Energy
Solar Installation Trainers and Resource Institute
14.8 Grant Proposal: United States Department of
Education, Arizona Department of Education, Carl D.
Perkins IV – Basic Grant
14.9 Grant Proposal: United States Department of Housing
and Urban Development Hispanic-Serving Institutions
Assisting Communities (HSIAC) Housing
Opportunities and Power through Education (HOPE)
Program
14.10 Grant Proposal: United States Department of Housing
and Urban Development Hispanic-Serving Institutions
Assisting Communities (HSIAC) Neighborhood
Green Rehabilitation and Training (NGRT)
14.11 Grant Proposal: United States Small Business
Administration Congressional Earmark Program
Entrepreneurship Academy and Boot Camp
14.12 Grant Proposal: Tohono O'odham Nation 12%
Gaming Distribution
14.13 Grant Proposal/Sub-recipient Agreement: University
of Arizona/National Science Foundation Post-
Doctoral Excellence in Research and Teaching
(PERT)
Development Health Board/First Things First
Communities of Practice in Early Childhood
Education
14.15 Contract: Arizona Department of Corrections
Educational Program
14.16 Contract: Desert Vista Campus Central Plant
Replacement
14.17 Intergovernmental Agreement: Pima County Board of
Supervisors of Behalf of Pima County Superintendent
of Schools Continuation of Pima Community College
Adult Education
14.18 Intergovernmental Agreement for Funds Granted
Under the American Recovery and Reinvestment Act
of 2009

Vote: All Board members present voted “aye” by voice vote.
None were opposed. Motion carried.
Motion to Approve Grant Proposal: Governor’s Office of Highway Safety 2010 Highway Safety Grant

Motion No. 6906

Sherryn Marshall – M, Marty Cortez – S, to approve the 2010 Highway Safety grant proposal and acceptance of the grant award from the Governor’s Office of Highway Safety as soon as a contract is established.

Vote: All Board members present voted “aye” by voice vote. Richard Fimbres – Abstained. Motion carried.

Intergovernmental Agreement: Arizona Community College Presidents’ Council

A brief discussion ensued regarding the reconstitution of the President’s Council.

Motion No. 6907

Marty Cortez – M, Richard Fimbres – S, to approve the Intergovernmental Agreement (IGA) for the formation of the Arizona Community College Presidents’ Council.

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

Adjournment

The meeting adjourned at 8:30 p.m.

______________________________
Secretary

______________________________
Date
TO: Board of Governors
FROM: Chancellor
DATE: 10/14/09
ITEM NO: 15
SUBJECT: Consent Agenda

Recommendation:

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

15.1 New Appointments
15.2 Adjunct Faculty Appointments
15.3 Temporary Appointments
15.4 Legal Services
15.5 Grant Award: Arizona Department of Education GED Marketing Pilot Initiative
15.6 Extension of Subrecipient Agreement: Sunnyside Unified School District Pima Community College Adult Education Family Literacy Program
15.7 Intergovernmental Agreement: Pima County Community College District and Arizona K-12 Schools Teacher-Intern Preparation Program
15.9 Curriculum Recommendation – New Workforce Response Program: Logistics Basic Certificate for Direct Employment
15.10 Curriculum Recommendation – New Workforce Response Program: Logistics Advanced Certificate for Direct Employment
15.11 Curriculum Recommendation – New Workforce Response Program: Logistics Associate of Applied Science for Direct Employment

Dr. Roy Flores, Chancellor
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:

Freitag, David  
**IT Principal Analyst**  
Salary: $59,684  
Effective: 10/19/09  
Education: Bachelor of Science, Computer Science/Mathematics and Physics, Middle Tennessee State University  
Experience: Mr. Freitag is currently employed by Pima Community College in Student Services as a temporary advisor. He has over eighteen years experience as an Information Technology Product Manager and Director of IT Product Architecture in the software industry. He also has one year teaching experience at the University of Arizona in Information Technology end-user software.

Recruitment Overview:  
An external recruitment was conducted. Thirty complete applications were received. The finalists were interviewed by the Vice Chancellor for Information Technology.

Gearin, Johnathon  
**Laboratory Specialist**  
Hourly Rate: $17.22  
Effective: 10/19/09  
Education: Associate of Arts, Liberal Arts, Pima Community College; Bachelor of Science, Microbiology and Chemistry, University of Arizona  
Experience: Mr. Gearin has eight months experience working in a laboratory setting with the University of Arizona as a Research Associate and Independent Study Researcher.

Recruitment Overview:  
An external recruitment was conducted. Thirty-five complete applications were received and reviewed. The finalists were interviewed by the Campus President.
New Appointments

Heed, Emily

Salary: $41,642
Effective: 10/19/09
Education: Bachelor of Arts, Spanish, Northern Arizona University
Experience: Ms. Heed is a certified medical coder with the American Academy of Professional Coders and has twelve years experience as a medical coder, insurance verifier and unit secretary in a hospital. Ms. Heed previously worked at El Dorado Hospital as a unit clerk and with Arizona Oncology Associates as a medical coder and financial counselor. She has been teaching Medical Coding and Medical Office part time at Pima Community College for two months.

Recruitment Overview:
An external recruitment was conducted. Two applications were received and reviewed. One candidate was interviewed by an advisory committee and then by the Campus President.

Krebs, Patricia

Salary: $41,642
Effective: 10/19/09
Education: Associate of Science, Medical Assistant Program, Northwestern Michigan College
Experience: Ms. Krebs has 32 years experience as a medical assistant for various physician groups and five years experience as health room coordinator and assistant at a public school. She has been teaching in the Medical Assistant Program at Pima Community College for two years.

Recruitment Overview:
An external recruitment was conducted. Five complete applications were received. Three candidates were interviewed by an advisory committee and the final candidate was interviewed by the Campus President.

McCright, Patrick D.

Salary: $47,187
Effective: 10/19/09
Education: Bachelor of Science, Business Administration, Northern Arizona University; Master of Business Administration, University of Phoenix
Experience: Mr. McCright has 25 years experience as a buyer and commodity manager. He served as adjunct faculty teaching accounting courses for Pima County Community College since 2005.

Recruitment Overview:
An external recruitment was conducted. Thirty-three complete applications were received. The finalists were interviewed by the Executive Vice Chancellor for Administration.

Murray, Patricia L.

Salary: $17.22
Effective: 10/19/09
Education: Bachelor of General Studies, Social Sciences, University of Kentucky; Master of Education, Educational Administration, University of Arizona

(Continued)
Experience: Ms. Murray has over eighteen years experience working at the University of Arizona in the areas of advising and counseling. She has been a senior program coordinator in the Department of Computer Science and an Academic Advisor at the College of Education in the Office of Student Services.

Recruitment Overview:
An external recruitment was conducted. Ten complete applications were received and reviewed. The finalists were interviewed by the Campus President.

Oliver, Jennifer  
Laboratory Specialist  
Hourly Rate: $17.22  
Downtown Campus  
Effective: 10/19/09  
Selected to fill an open position  
Education: Bachelor of Science, English Education with a Spanish minor, University of Arizona  
Experience: Ms. Oliver is currently employed as a temporary Lab Specialist for Pima Community College and has approximately four years part time lab experience previously with the University of Arizona.

Recruitment Overview:
An external recruitment was conducted. Forty-two complete applications were received and reviewed. The finalists were interviewed by the Campus President.

Randall, Steven  
Trades/Maintenance Specialist  
Hourly Rate: $17.22  
West Campus  
Effective: 10/19/09  
Selected to fill an open position  
Education: High School Diploma  
Experience: Mr. Randall has seven years experience as a Heating, Ventilation and Air Conditioning Technician and two years experience as a Heating, Ventilation and Air Conditioning Service Manager. He also has nine years experience as a locomotive engineer for BHP Copper mining. He holds certification from The Refrigeration School, Universal EPA and the North American Trade Excellence certifications.

Recruitment Overview:
An external recruitment was conducted. Fifteen complete applications were received. Six candidates were interviewed by an advisory committee. Three candidates were interviewed by the Assistant Vice Chancellor of Facilities.

Rodriguez, Anna  
Childcare Specialist  
Hourly Rate: $17.66  
District Office  
Effective: 10/19/09  
Selected to fill a vacant position  
Education: Coursework, Early Childhood Education, Pima Community College  
Experience: Ms. Rodriguez has ten years experience as a Pre-School Teacher with Catholic Community Services of Arizona and CODAC Behavioral Services Pre-School.

Recruitment Overview:
An external recruitment was conducted. Forty-seven applications were received and evaluated for minimum qualifications. Thirty-five were evaluated by an advisory committee. Thirteen candidates were interviewed by an advisory committee. One candidate was interviewed by the Assistant Vice Chancellor for Student Services.
Romero, Ruben “Carlos”  Program Coordinator
Salary: $41,642  Desert Vista Campus
Effective: 10/19/09  Selected to fill a new position
Education: Bachelor of Science, Business Administration, University of Arizona
Experience: Mr. Romero previously worked as a tutor with the Education Talent Search program at Pima Community College. He has experience as a Substitute Teacher at the high school level. His current employer is the Tucson City Council, Ward 1. He works as a Council Aide and Management Analyst to Council Member Regina Romero.
Recruitment Overview:
An external recruitment was conducted. Seventy-nine complete applications were received and reviewed. The finalists were interviewed by the Campus President.

Semple Thames, Beverly  Student Services Specialist
Hourly Rate: $17.22  Desert Vista Campus
Effective: 10/19/09  Selected to fill a new position
Education: Bachelor of Science, Dietetics, University of Arizona
Experience: Ms. Semple Thames has four years part time temporary student services experience with Pima Community College in student services.
Recruitment Overview:
An external recruitment was conducted. Fifteen complete applications were received and reviewed. The finalists were interviewed by the Campus President.

Steele, Katheryn L.  Assistant Program Manager
Salary Rate: $52,736  Desert Vista Campus
Effective: 10/19/09  Selected to fill a new position
Education: Associate of Fine Arts, Music, Pima Community College; Associate in Applied Science, Child Development, Pima Community College; Bachelor of Applied Science, Early Childhood Education, Northern Arizona University; Master of Education, Early Childhood Education, Northern Arizona University
Experience: Ms. Steele has over three years experience as an adjunct instructor with Pima Community College teaching Early Childhood Education. Her prior experience includes twelve years as a founder and school administrator of a Tucson area preschool.
Recruitment Overview:
An external recruitment was conducted. Sixteen complete applications were received and reviewed. The finalists were interviewed by the Campus President.

Wolters, Michael  Trades/Maintenance Specialist
Hourly Rate: $17.22  Maintenance and Security
Effective: 10/19/09  Selected to fill an open position
Education: Coursework, General Studies, Pima Community College
Experience: Mr. Wolters has three years experience as a service technician with American Conditioned Air, four years experience as an owner of a home repair and remodel business and seven years experience as a structural technician and aircraft interior craftsman. He has had vocational training in Heating, Ventilation and Air Conditioning and in Aircraft Repair and Maintenance. He holds the North

(Continued)

Recruitment Overview:
An external recruitment was conducted. Fifteen complete applications were received. Six candidates were interviewed by an advisory committee. Three candidates were interviewed by the Assistant Vice Chancellor of Facilities.

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors

FROM: Chancellor

DATE: 10/14/09

ITEM NO: 15.2

SUBJECT: Adjunct Faculty Appointments

Recommendation:

The Chancellor recommends these individuals as certified adjunct applicants. The Chancellor also recommends that these individuals be approved for use as a pool of employees for current and future adjunct faculty assignments and as noted below as temporary non-credit instructors.

Background:

On a monthly basis, when new adjunct applicants have completed and 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.

Adams, Jenaway L.
Discipline(s): Veterinary Technology (Occupational/Workforce Limited Exemption)
Salary: $710 per load hour
Education: Associate of Liberal Arts, Pima Community College, Tucson, Arizona
Experience: Ms. Adams is a Veterinary Technician at the Monument East Veterinary Hospital in Tucson. She has no formal teaching experience.

Berndt, Tyler H.
Discipline(s): Emergency Medical Services (Occupational/Workforce), Emergency Medical Technology (Occupational/Workforce)
Salary: $710 per load hour
Education: Associate of Arts, General Studies, MiraCosta College, Oceanside, California; Bachelor of Science, Exercise Science, University of Puget Sound, Tacoma, Washington
Experience: Mr. Berndt has been employed by the Tucson Fire Department since July of 2006. His employment began with a position as a Firefighter and he now holds the title of Paramedic. He is proficient in Advanced Cardiac Life Support (ACLS), Prehospital Trauma Life Support (PHTLS), Pediatric Advanced Life Support (PALS), Advanced Medical Life Support (AMLS) and Cardiopulmonary Resuscitation (CPR).

(Continued)
Brownson, Jeffrey M.
Discipline(s): Fitness and Wellness (Occupational/Workforce Limited Exemption)
Salary: $710 per load hour
Education: Associates of Liberal Arts, Pima Community College, Tucson, Arizona
Experience: Mr. Brownson is currently an Information Technology Assistant at Pima Community College. During the summer months, he also works for the Countryside Community Club Association as a Swimming Instructor.

Brutlag, Katherine A.
Discipline(s): Astronomy (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Arts, Physics, Middlebury College, Middlebury, Vermont
Experience: Ms. Brutlag is currently working towards completing a Doctorate of Philosophy in Astronomy at the University of Arizona. She also teaches Astronomy courses as a Graduate Teaching Assistant at the University of Arizona.

Casillas, Margarito J.
Discipline(s): English as a Second Language (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Education/Spanish, University of Arizona, Tucson, Arizona; Master of Education, Bilingual & Multicultural Education, Northern Arizona University, Flagstaff, Arizona
Experience: Mr. Casillas is the Program Coordinator for the Youth Empowered for Success (YES) program with Child and Family Resources, Inc. As a YES Coordinator, he helps schools create conditions for success by increasing connectedness among everyone in the school community. His previous employment includes teaching Spanish and English as a Second Language (ESL) at Flowing Wells High School from 2000 to 2008.

Collins, Kathryn
Discipline(s): Sign Language (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Arts, Psychology, Chapman University, Orange, California
Experience: Ms. Collins has a Sign Language certification from the National Registry of Interpreters for the Deaf. She taught Sign Language, previously, at Mira Costa College.

Delgado, Edna
Discipline(s): Spanish (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Arts, Spanish; Master of Education, Bilingual Education, both degrees awarded by the University of Texas, El Paso, Texas
Experience: Ms. Delgado is currently working in the Education Department at the University of Arizona as an English as a Second Language (ESL) Instructor. She has 8 years of experience teaching ESL to adult learners.

Fine, Ann
(Continued)
Adjunct Faculty Appointments

Discipline(s): Writing (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English, University of Tampa, Tampa, Florida; Master of Fine Arts, Writing and Literature, Bennington College, Bennington, Vermont
Experience: Ms. Fine has worked for non-profit writing centers and poetry outlets for over 10 years. Most recently, her experience has been in teaching English courses online for Cincinnati State Technical and Community College.

Frey, Amanda R.
Discipline(s): Sign Language (Academic Limited Exemption)
Salary: $710 per load hour
Education: Associate of Applied Science, Sign Language and Interpreting, Southwestern Illinois College, Belleville, Illinois; Bachelor of Arts, Deaf and Hard of Hearing, MacMurray College, Jacksonville, Illinois
Experience: Ms. Frey has been teaching at the Arizona School for the Deaf and the Blind since October of 2008. She holds a teaching certificate with the Arizona Department of Education as a Special Education Teacher for the deaf.

Freyenhagen, Marleigh B.
Discipline(s): Computer Aided Design/Drafting (Occupational/Workforce Limited Exemption)
Salary: $710 per load hour
Education: Basic and Advanced Computer Aided Drafting Certificate, both certificates awarded from Pima Community College, Tucson, Arizona
Experience: Ms. Freyenahagen has over four years of Computer Aided Design/Drafting (CAD) experience. She is currently employed by Teran Engineering, LLC., and the VES Engineering and Surveying Company. Ms. Freyenahagen is currently working towards completing an Associate of Applied Science in Computer Aided Drafting.

Griese, Debra A.
Discipline(s): Nursing (Academic Limited Exemption)
Salary: $710 per load hour
Education: Associate of Nursing, Iowa Lakes Community College, Emmetsburg, Iowa; Bachelor of Science, Nursing, Grand Canyon University, Phoenix, Arizona
Experience: Ms. Griese has worked as a Registered Nurse for the Carondelet Health Network for more than three years. Prior to that, she worked as a Licensed Practical Nurse for two years in both Tucson and Fairmont, Minnesota.

Hancock, Claire
Discipline(s): Dance (Academic)
Salary: $710 per load hour
Education: Bachelor of Fine Arts, Master of Fine Arts, Dance, University of Arizona, Tucson, Arizona
Experience: Ms. Hancock’s dancing career began in 1998. For the past two years, she has been a Graduate Teaching Assistant at the University of Arizona’s School of Dance. Ms. Hancock has experience in ballet, jazz, modern dance, improvisation and choreographing.

(Continued)
Hunt, Jeffrey P.
Discipline(s): Computer Aided Design/Drafting (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Civil Engineering, University of Arizona, Tucson, Arizona
Experience: Mr. Hunt currently works for Design Construction Consultants as an Engineer. He has over three years of experience in drafting and using AutoCad drafting. Mr. Hunt has no formal teaching experience.

Jagnow, Mary A.
Discipline(s): English as a Second Language (Academic), Education (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Education, University of Wisconsin-Madison, Madison, Wisconsin; Master of Education, Interdisciplinary Studies, National-Louis University, Evanston, Illinois
Experience: Ms. Jagnow was employed by the University of North Florida as a Teacher of English to Speakers of Other Languages (TESOL) Instructor. Her previous work experience includes working as an English as a Second Language (ESL) Teacher and Coordinator at Glenbard East High School in Lombard, Illinois.

Kovtchegova, Olga
Discipline(s): Mathematics (Academic Limited Exemption)
Salary: $710 per load hour
Education: Master of Science, Mathematics, M.V. Lomonosov Moscow State University, Russia
Experience: Ms. Kovtchegova taught at the Russian Academy of Sciences in Moscow, Russia and at the Beer Hagolah Institute in Brooklyn, New York. She has experience teaching Calculus, honor's level Mathematics and higher Linear Algebra courses. Ms. Kovtchegova also has experience with helping students to prepare for the Olympiad tournaments in Mathematics, Scholastic Assessment Tests (SAT) and other achievement and advanced placement tests.

Lee, Yeon Sun, Ph.D.
Discipline(s): Chemistry (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Master of Science, Doctor of Philosophy in Chemistry, Ewha Woman's University, Seoul, South Korea
Experience: Dr. Lee is currently employed as an Associate Research Scientist in the Materials Science & Engineering Department of the University of Arizona. Her previous work experience includes working as a Graduate Lab Assistant and a part time Lecturer in the Department of Chemistry at the Hankuk University of Foreign Studies, Seoul, Korea, and with the Department of Chemistry at Ewha Woman's University, Seoul, Korea.

Lehr, Meagan K.
Discipline(s): Writing (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Arts, Scandinavian Area Studies, Bachelor of Arts, English, University of Washington, Seattle, Washington

(Continued)
Experience: Ms. Lehr is currently working on completing her Master of Fine Arts in Creative Writing at the University of Arizona. Her M.F.A. is expected to be conferred in December of 2009. She has experience teaching college level writing classes as a Graduate Teaching Assistant at the University of Arizona.

Loumeau, Gregory J.
Discipline(s): Digital Arts (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Fine Arts, General Fine Arts Studies, University of Arizona, Tucson, Arizona
Experience: Mr. Loumeau is the Owner and CEO of Dreamco Media, Inc., a professional website design and computer training company based in Tucson, Arizona. Mr. Loumeau teaches the AdobeCS suite (Dreamweaver, Photoshop, Flash, Illustrator and InDesign). In addition to teaching, he also creates websites for clients.

Lowther Pereira, Kelly
Discipline(s): Spanish (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Spanish, Colgate University, Hamilton, New York; Master of Arts, Spanish, Middlebury College, Middlebury, Vermont; Master of Arts, Second Language Acquisition and Teaching, University of Arizona, Tucson, Arizona
Experience: Ms. Lowther Pereira is currently a Spanish and Portuguese Instructor for the University of Arizona. She has been studying Spanish for over 10 years.

Maki, Tamara
Discipline(s): Dental Hygiene (Occupational/Workforce)
Salary: $710 per load hour
Education: Associate of Applied Science, Dental Hygiene, Pima Community College, Tucson, Arizona; Bachelor of Science, Physical Education, University of Arizona, Tucson, Arizona
Experience: Ms. Maki is currently working for Richard Johnson, DDS, as a Dental Hygienist. She has over 3 years of experience as a Dental Hygienist. Her previous work experience includes tutoring Biology students for Pima Community College and teaching general physical education classes for the Armstrong Academy, Tucson, Arizona.

Martinez, Alexandra
Discipline(s): Spanish (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, History, Northern Arizona University, Flagstaff, Arizona; Master of Arts, Latin American Studies, University of Arizona, Tucson, Arizona
Experience: Ms. Martinez has been a Spanish Professor at the University of Arizona for over nine years. She is currently in the process of completing her Doctorate of Philosophy in Spanish. She is expecting to graduate this fall semester.

(Continued)
Mejia, Teresa A.
Discipline(s): Dental Hygiene (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Dental Hygiene, University of Southern California, Los Angeles, California
Experience: Ms. Mejia is currently working for Robert J. Howard, DDS, as a Dental Hygienist. She has over 10 years of experience as a Dental Hygienist. She has no formal teaching experience.

Newman, Lesley P.
Discipline(s): English as a Second Language (Academic), Mathematics (Developmental)
Salary: $710 per load hour
Education: Bachelor of Arts, English, James Madison University, Harrisonburg, Virginia; Masters of Arts, English as a Second Language, University of Arizona, Tucson, Arizona
Experience: Ms. Newman has been working as a Graduate Assistant Campus Recruiter for the Peace Corps since 2007. She also volunteered for two years with the Peace Corps teaching English as a Second Language for their outreach community-based program in adult education.

Pascali, Lana M.
Discipline(s): Sign Language (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Criminology, Gallaudet University, Washington, District of Colombia; Master of Arts, Special Education and Rehabilitation, University of Arizona, Tucson, Arizona
Experience: Ms. Pascali is currently working for the Arizona School for the Deaf and Blind as a high school Teacher. She has over eight years of teaching experience.

Plazibat, Thomas R.
Discipline(s): Art (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Economics, Oakland University, Rochester, Michigan; Master of Arts, Art History, Arizona State University, Tempe, Arizona
Experience: Mr. Plazibat has been a Freelance and Travel Writer as well as a Bibliographic Researcher for the Arizona Center for Medieval and Renaissance Studies. He was also a substitute Art History Teacher at Phoenix College.

Putzar-Davis, Niki M.
Discipline(s): Nursing (Academic)
Salary: $710 per load hour
Education: Bachelor and Master of Science, Nursing, University of Arizona, Tucson, Arizona
Experience: Ms. Putzar-Davis has been a Staff Nurse and Clinical Lead at Tucson Medical Center since 1992. She works in the General and Urological Surgery Unit. Ms. Putzar-Davis has no formal classroom teaching experience.

(Continued)
Reynolds, Robert L.
Discipline(s): Aviation Technology (Occupational/Workforce), Avionics Technician Training (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Arts, Industrial Arts, California State College, Long Beach, California; Master of Arts, Vocational Education, Northern Arizona University, Flagstaff, Arizona
Experience: Mr. Reynolds is a Manager/Owner of Tucson Aviation Supply, a retail pilot and aircraft parts store that also performs Federal Aviation Administration testing. Previously, he was a Teacher/Administrator for Tucson Unified School District where he taught Aviation Airframe, Electronics and AutoCAD.

Robison, Laura P., DDS
Discipline(s): Dental Hygiene (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Biology, University of New Mexico, Albuquerque, New Mexico; Master of Science, Orthodontics, University of Detroit Mercy, Detroit, Michigan; Doctor of Medicine, Dentistry, Oregon Health and Science University, Portland, Oregon
Experience: Dr. Robison is currently working for James A. Weaver, DDS, as an Orthodontist. She has over 3 years of experience in the dental industry. She has no formal teaching experience.

Sandoval, Jose-Luis
Discipline(s): Writing (Developmental)
Salary: $710 per load hour
Education: Bachelor of Arts, English, University of Massachusetts, Boston, Massachusetts; Master of Education, Counseling, University of Phoenix, Tucson, Arizona
Experience: Mr. Sandoval is a Language Arts Teacher at Apollo Middle School. He has worked in education for over 20 years.

Scally, Gwyneth R.
Discipline(s): Art (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Studio Art, James Madison University, Harrisonburg, Virginia; Master of Fine Arts, Art, University of Arizona, Tucson, Arizona
Experience: Ms. Scally has been teaching Art classes privately since 2004. She has been presenting Solo Exhibitions of her personal art at galleries for over 13 years.

Shartsis, Trina A.
Discipline(s): Chemistry (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Chemistry, Idaho State University, Pocatello, Idaho; Master of Science, Chemistry, University of Nevada, Reno, Nevada
Experience: Ms. Shartsis taught general Chemistry and Organic Chemistry courses as a Graduate Research Teaching Assistant at the University of Nevada, Reno. She also has experience in tutoring college students in Chemistry and Mathematics.

(Continued)
Stohr, Joseph A.
Discipline(s): Building Construction Technology (Occupational/Workforce)
Salary: $710 per load hour
Education: Associate of Applied Science, Facility Technology, Pima Community College, Tucson, Arizona
Experience: Mr. Stohr is currently working for EMMCO Inc. as a Senior Service Technician. He has over 3 years of experience as a HVAC Service Manager and over two years of experience working for a Technical Building Service Company. He has no formal teaching experience.

Walker, Marilee A.
Discipline(s): Writing (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Communication Arts, Master of Arts, English; Our Lady of The Lake University, San Antonio, Texas
Experience: Ms. Walker is currently teaching at the University of Phoenix. She also works as the Advertising Executive at the Territorial Newspaper. Previously, she was the Advertising Executive at the San Antonio Current.

Watson, Greg E.
Discipline(s): Hotel and Restaurant Management (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Arts, Business Management, William Penn College, Oskaloosa, Iowa; Master of Business Administration, University of Illinois at Urbana-Champaign, Urbana, Illinois
Experience: Mr. Watson worked for Brazelton Hospitality Management as the Vice President of Development and Strategy for 10 years. He also has two years of experience teaching Business courses at William Penn University.

Weber, John W.
Discipline(s): Journalism (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts and Master of Arts, Government, Lamar State College, Beaumont, Texas
Experience: Mr. Weber is nationally and regionally recognized as an expert in the Journalism field. His experience in Journalism includes professional credentials, awards, and teaching experience. Mr. Weber was a Journalism Instructor at Northern Arizona University for over six years.

Winkleblack, Eric O.
Discipline(s): Aviation Technology (Occupational/Workforce)
Salary: $710 per load hour
Education: Associates of Applied Science, Aircraft Systems Maintenance Technology, Air University-Community College of the Air Force, Maxwell AFB – Gunter Annex, Alabama; Bachelor of Science, Professional Aeronautics, Embry-Riddle Aeronautical University, Daytona Beach, Florida

(Continued)
Experience: Mr. Winkleblack has ten years of experience working in various positions in the Aeronautic field while in the United States Air Force. He currently holds a national certification as an Airplane Mechanic issued by the United States Government.

Zakrzewski, Mark J.
Discipline(s): Fitness and Wellness (Academic), Fitness and Sports Sciences (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Psychology, Fort Hays State University, Hays, Kansas; Master of Arts, Exercise and Sport Science, University of Arizona, Tucson, Arizona
Experience: Mr. Zakrzewski has been the Fitness Director at the University of Arizona for five years. He is a certified Personal Trainer and worked in this area for more than eight years.

Contact Person:

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

Dr. Roy Flores, Chancellor

(Continued)
TO: Board of Governors  
FROM: Chancellor  
SUBJECT: Temporary Appointments

DATE: 10/14/09  
ITEM NO: 15.3

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.

Adkins, Stephen D.  
Trainer/Facilitator  
EC

Hourly Rate: $50.00
Education: Bachelor of Arts in Business, Fort Lewis College; Master of Business Administration, New Mexico State University
Experience: Mr. Adkins has approximately 40 years of experience in the transportation industry. He spent several years in the accounting and finance operations of a trucking company, and spent the past 22 years as an executive with FedEx Freight overseeing terminal operations and maintenance. Mr. Adkins will teach credit and non-credit courses in Logistics and Supply Chain Management to local employers under direct contract or through contract with the Pima County One Stop.

Al Shabu, Haidar  
Workforce Trainer  
CC

Hourly Rate: $20.00
Education: Electrical Engineering, Baghdad University, Baghdad, Iraq; English Immersion Class, Pima Community College
Experience: Mr. Al Shabu worked for two years as a Safety Engineer in the Green Zone in Iraq (serving as an Arabic/English translator), where he conducted safety training. He also worked as a Purchasing Officer, and served as an Arabic/English (Continued)
translator. Mr. Al Shabu was self-employed for ten years in Iraq in a business in which he imported and sold automobiles. In Continuing Education, Mr. Al Shabu will teach Arabic within our Language course offerings.

Almeida, Eric  
**Tutor II**  
DV  
Hourly Rate: $8.25  
Education: Bachelor of Arts, Multimedia, University of Advancing Technology  
Experience: Mr. Almeida has one and one-half years experience tutoring college students in various subject areas including writing, reading, and math up to the Calculus level. He was selected to tutor high school students at Sunnyside and Desert View High Schools in academic subject areas.

Benda, Richard  
**Instructor**  
DC  
Hourly Rate: $20.53  
Education: Coursework, Pima Community College  
Experience: Mr. Benda has worked for more than 40 years with the International Cinematography Guild located in Hollywood, California and has been the senior cameraman on hundreds of television and movie productions. He will be an instructor for Upward Bound teaching Photography/Film Production.

Bradley, Donald H.  
**Laboratory Assistant**  
WC  
Hourly Rate: $12.39  
Education: Donald Bradley has completed courses in Microsoft Windows XP Professional Operating System Administration; Microsoft Office 2007 Access, Excel, PowerPoint and Word; Dreamweaver Web Design for Windows; Adobe Flash CS4.  
Experience: Donald Bradley is currently employed in the Academic Computer Commons as a Federal Work Study Aide. He provides entry level to advanced computer user support in Microsoft Office applications including Access, Excel, PowerPoint, Publisher and Word, as well as Adobe Design Premium CS4 applications, discipline specific software applications, and online and email applications. Additionally, Mr. Bradley performs general office tasks and lab maintenance tasks.

Bustamante, Liz  
**Support Assistant**  
WC  
Hourly Rate: $12.71  
Education: Bachelor of Science, Geography, California State University Northridge  
Experience: Ms. Bustamante served as an Information Services & Special Projects Manager for the Tucson Pima Arts Council and as a Senior Research Analyst at the University of Arizona. She has a background in administrative support and information technology.

Calabrese, Shirley L.  
**Workforce Trainer**  
CC  
Hourly Rate: $25.00  
Education: Certified Legal Assistant, National Association of Legal Assistants  
Experience: Ms. Calabrese has over 30 years of experience in the legal field working as a Legal Assistant. She is currently employed at Goldberg & Osborne where she has utilized her skills since 2001. Ms. Calabrese holds a Special Teaching Certificate (Continued)
in Law from Pima College, and is an adjunct instructor teaching Legal Procedures and Legal Terms. In Continuing Education, Ms. Calabrese will teach Records Management and Office Procedures within our new course offerings in Professional Development to provide assistance to the community for updating or learning new job skills.

**Campbell, Caitlyn**  
**Instructor**  
**DV**  
**Hourly Rate:** $20.53  
**Education:** Master of Education, School Counseling, University of Arizona  
**Experience:** Ms. Campbell has experience in education and career counseling. She currently assists college-bound students at Sunnyside High School, a target school for the Desert Vista Upward Bound Program. She was selected to teach a workshop on college/scholarship essay writing and career exploration.

**Carrillo, Adriana**  
**Library Technician**  
**DV**  
**Hourly rate:** $14.68  
**Education:** Coursework, Medical Assistant, Pima Community College  
**Experience:** Ms. Carrillo has worked as a Development Library Intern for eight months at Intuit. She also has four years experience as an Administrative Assistant. Based on her experience as an intern, she is recommended for this position.

**Cassidy, Ian**  
**Workforce Trainer**  
**CC**  
**Hourly Rate:** $23.00  
**Education:** Associate of General Studies, Associate of Applied Sciences, Paramedicine, Pima Community College  
**Experience:** Mr. Cassidy is currently the Special Operations Training Coordinator at Northwest Fire Department and previously held the position as Technical Rescue Captain from 2003 to 2008. He served as a Combat Medic in the United States Army Reserve from 1999 to 2004. Mr. Cassidy will use his education and extensive experience to instruct courses in Fire Science.

**Cedra, Pedro**  
**Support Assistant**  
**WC**  
**Hourly Rate:** $12.71  
**Education:** Coursework, Network Administration, Pima Community College  
**Experience:** Mr. Cedra was previously employed at the call center for Sprint and was also employed as a Security Guard at Valor Security from 2006 until January 2009. Based on his military and work experience, he possesses the higher level technical skills required for conversion of instructional materials in alternative formats.

**Colell, Edmund R.**  
**Tutor II**  
**EC**  
**Hourly Rate:** $9.00  
**Education:** Coursework, Pima Community College  
**Experience:** Mr. Colell has experience with customer service and also worked in sales at the Pima Community College East Campus Bookstore. He was a mentor for children ages 4-11 in a Youth Peer Mentoring Program and a winner of a Young Writers of America contest. Based on his strong writing skills, excellent recommendation from an East Campus writing instructor, and experience with a youth mentoring program, he is recommended for the tutor position.

(Continued)
Temporary Appointments

Curtis, Teresa  
**Trainer/Facilitator**  
CC

**Hourly Rate:** $45.00

**Education:** Bachelor of Science, Management, University of Phoenix; Master of Business Administration, University of Phoenix

**Experience:** Ms. Curtis completed her twenty year career at Texas Instruments/Burr-Brown Corporation in Tucson in early 2009 as a manufacturing manager. She managed 24x7 manufacturing operations associated with the production of computer wafers. Ms Curtis also has previous work experience as a supervisor at Intel Corporation in Phoenix. She is a Certified Supply Chain Professional (CSCP). Ms. Curtis will be instructing customized classes in the principles of Lean Manufacturing for a contract client of the Workforce and Business Development Division of the Community Campus. She is also qualified to teach workforce credit courses in logistics and supply chain management developed under contract with the Pima County One Stop for Community-Based Job Training (CBJT) grant.

Ekwunife, Diana A.  
**Office Aide**  
EC

**Hourly Rate:** $8.00

**Education:** Coursework, Nursing, Pima Community College

**Experience:** Ms. Ekwunife is a nursing major. Based on experience in customer service, filing, and her computer skills, she is recommended as an Office Aide.

Fair, Zachary  
**Tutor II**  
NW

**Hourly Rate:** $9.50

**Education:** Coursework, Computer Science, University of Illinois; Associate of Science, Mathematics, Rose State College, Midwest City, Oklahoma; Bachelor of Science, Computer Science, Park University, Parkville, Missouri; Bachelor of Science, Computer Engineering, University of Oklahoma

**Experience:** Mr. Fair worked as a Communications and Information Systems Engineer for the last four years. He possesses experience as an Airborne Surveillance Radar Systems Technician. He has experience as an assistant flight training instructor, conducting mentorship and career development of his subordinates. Mr. Fair's multiple degrees, knowledge of collegiate level studies, and his ability to communicate effectively are appropriate for an Upward Bound Math Tutor II.

Fernandez, Antonio  
**Assistant Baseball Coach**  
WC

**Hourly Rate:** $10.00

**Education:** Bachelor of Science, Business Management, University of Phoenix

**Experience:** Mr. Fernandez has played third baseman for both the Milwaukee Brewers and the San Diego Padres baseball organizations. He has served as a volunteer coach at Pima Community College and is currently an instructor for the Tucson Baseball Academy and Tucson Mountain Little League. The Pima College Baseball Program is in need of replacing a hitting coach and has recommended Mr. Fernandez for that position based on his experience.
**Freedom, John** | **Workforce Trainer** | **CC**
---|---|---
Hourly Rate: $20.00
Education: Certificates: Master’s level Certification in NLP (Neuro-Linguistic Programming), EMDR (Eye Movement Desensitization & Reprocessing), Acupuncture Detox, NADA (National Acupuncture Detox Association), EFT-CC Certification in EFT (Emotional Freedom Technique) Studied Physics for one year at Massachusetts Institute of Technology
Experience: Mr. Freedom has worked as a counselor in private practice for 20 years. His services include personal growth counseling, anger management, relationship counseling, etc. He has created, developed and facilitated group educational programs, and developed and taught seminars. He has taught EFT (Emotional Freedom Technique) seminars throughout the United States and in Europe. In Continuing Education, Mr. Freedom will teach the requested Emotional Freedom Technique to provide the students new ways of dealing with stress.

**Galwak, Gatod** | **Tutor I** | **DC**
---|---|---
Hourly Rate: $7.25
Education: Coursework, General Studies, Pima Community College
Experience: Gatod has been employed by Sam’s Club since 2004. Gatod is fluent in Arabic and will be tutoring students enrolled in Arabic classes.

**Garcia, Matthew** | **Tutor I** | **WC**
---|---|---
Hourly Rate: $7.25
Education: High School Diploma from the Arizona State Schools for the Deaf and Blind. Coursework, General Studies, Pima Community College
Experience: Mr. Garcia began using American Sign Language when he started school at Arizona School for the Deaf and Blind. In order to improve his linguistic knowledge of his language and feel confident in tutoring, he enrolled in the beginning sign language classes. His native-like fluency, as well as familiarity with our curriculum, will make him an excellent addition to our Sign Language laboratory staff.

**Gargasz, Norma Jean** | **Workforce Trainer** | **CC**
---|---|---
Hourly Rate: $20.00
Education: Cooper School of Art, Multimedia, Cleveland OH

**Green, Ryan** | **Student Aide** | **WC**
---|---|---
Hourly Rate: $7.25
Education: Coursework, Digital Arts, Pima Community College
Experience: Ms. Green has experience in general office work at Holy Hope Cemetery, Joanne Fabrics & Crafts, and Soto Super Stucco.

(Continued)
### Grill, Michael
**Instructor**

**CC**

**Hourly Rate:** $23.00

**Education:**
- Associate of Applied Science, Cochise Community College
- Bachelor of Science, Biology, University of Dubuque
- Executive Fire Officer Certification, National Fire Academy, Emmetsburg, Maryland
- Master of Science, Executive Leadership, Grand Canyon University

**Experience:**
- Mr. Grill served as served as the Assistant Director of Allied Health Education Programs at Cochise Community College from 2006 to 2009. He is retired from the City of Sierra Vista Fire Department after 22 years in the Fire Service. Mr. Grill co-authored a Fire Service First Responder textbook. He will use his extensive education and experience as an instructor in the EMT-Paramedic program.

### Grimes, Brenda
**Library Technician**

**NW**

**Hourly Rate:** $14.68

**Education:**
- Coursework, Office and Administration Associates Degree, Pima Community College

**Experience:**
- Ms. Grimes has two years experience working in a Pima Community College Library as a student aide. She possesses fifteen years of customer service skills via waitressing experiences in various restaurants. In addition, she possesses four months of experience working for temp agencies performing clerical work on an on-call basis.

### Halawani, Kalil A.
**Tutor II**

**NW**

**Hourly Rate:** $9.50

**Education:**
- Bachelor of Arts, Political Science and Social Science, Bachelors of Science, Mathematics, Portland State University

**Experience:**
- Mr. Halawani is currently pursuing a Masters Degree and is a Math Adjunct Faculty at Pima Community College. He also works as a substitute teacher (in multiple subjects) with the Marana School District. Ms. Halawani possesses knowledge of collegiate level mathematics, science, and an ability to teach a wide range of disciplines appropriate for Upward Bound math, science, and languages tutor.

### Hastings, John J.
**Trainer/Facilitator**

**CC**

**Hourly Rate:** $35.00

**Education:**
- Bachelor of Science, Business Administration, major in Personnel Management, University of Arizona

**Experience:**
- Mr. Hastings currently works for Amphitheater Public Schools as a Human Resource Supervisor. Previously he was a Human Resources Administrative Assistant I for Amphitheater Public Schools and before that a Human Resources Coordinator with Ultra Media Computers. He will present a workshop to Post-Bachelor Teacher Certification students on tips for obtaining a teaching job in a difficult market.

### Hoffman, Michelle
**Support Technician**

**DO**

**Hourly Rate:** $14.31

**Education:**
- Coursework, General Studies, Immaculata College, Pennsylvania

(Continued)
Experience: Ms. Hoffman has four years of experience as a Senior Office Assistant with the town of Sahuarita. Based on her work experience, Ms. Hoffman has been selected to fill this position in Financial Aid.

Johnson, Kyleen  
**Tutor II**  
EC  
Hourly Rate: $9.00  
Education: Bachelor of Arts, English and German, Northern Arizona University  
Experience: Ms. Johnson worked for the NAU Summer Enrichment Program from 2006 to 2009 as a counselor/assistant. She created classroom activities and worked with students. Based on her experience with young adults and an academic background in English, Ms. Johnson is recommended as a tutor.

Johnson, Melissa  
**Laboratory Specialist**  
CC  
Hourly Rate: $17.66  
Education: Bachelor of Science, Natural Science Biology, Chemistry Minor, Missouri Western State University  
Experience: Ms. Johnson served as a Laboratory Assistant and Student Mentor at Missouri Western State University. She assisted the instructor and students during General Chemistry Laboratory, prepared reagents and ensured proper disposal of waste, and tutored students outside of lab hours. Based on Ms. Johnson’s experience, she is recommended as a Lab Specialist.

Karnap, Jeremy  
**Workforce Trainer**  
CC  
Hourly rate: $15.00  
Education: Fire Academy, Pima Community College; Bachelors of Science in Education, University of Cincinnati  
Experience: Mr. Karnap has been a Firefighter for the Tucson Fire Department since 2005. Mr. Karnap will use his education and experience as a teacher’s assistant in the Fire Science program.

LaRose, Kimberly  
**Tutor 1**  
DV  
Hourly rate: $7.50  
Education: Associate of Applied Science, Business Administration and Management, Associate of General Studies, Business, Pima Community College  
Experience: Ms. LaRose has three and a half years of experience as a reading tutor at Tucson Unified School District, and nine months working as a teaching assistant for the Tucson Unified School District.

Lauber, Matthew  
**Workforce Trainer**  
CC  
Hourly rate: $15.00  
Education: Associate of Arts, Liberal Arts, concentration on Engineering, Pima Community College; Firefighter I and II, Tucson Fire Department Fire Academy; Emergency Medical Technology – Basic Certificate, Pima Community College  
Experience: Mr. Lauber has been a firefighter for Tucson Fire Department since 2005. Mr. Lauber will use his education and experience as a Teacher’s Assistant in the Fire Science program.
Lendo, Kevin

Tutor I

DC

Hourly Rate: $7.25

Education: Coursework, Pima Community College

Experience: Mr. Lendo was employed by Michael's in 2007 and 2008 as a cashier in Customer Service and was a kitchen helper at Sushi Garden. He is currently enrolled in Calculus. He will be tutoring developmental education math courses.

Locke, Deborah

Instructor

CC

Hourly rate: $23.00

Education: Associates in Arts, Pima Community College, Bachelor of Arts in History, University of Arizona

Experience: Ms. Locke is currently employed as a Paramedic at CSL Plasma Services since 2007 and was previously employed at Rural/Metro Corporation, Southwest Ambulance as a Paramedic from 1991 to 2007. She holds American Heart Association Certifications in Cardio Pulmonary Resuscitation, Pediatric Advanced Life Support, Advanced Cardiovascular Life Support and is certified by the Arizona Department of Health Services as an Emergency Medical Technician-Paramedic. She will instruct various courses in the Emergency Medical Technician program.

Lundberg, Lori A.

Trainer/Facilitator

CC

Hourly Rate: $50.00

Education: Bachelor of Arts, Liberal Arts, Northern Michigan University; Juris Doctorate, Michigan State University College of Law

Experience: Ms. Lundberg is a sole practitioner emphasizing employment law and human resource issues. She was a Deputy County Attorney for Pima County, where she served in the Property/Narcotics Unit. Before pursuing her law degree, Ms. Lundberg lived in Boston for eight years where she worked in journalism and office management positions. Ms. Lundberg will be instructing customized classes in the principles of employment law and human resource issues for a contract client of the Workforce and Business Development Division of the Community Campus.

McCoy, Kelly

Workforce Trainer

CC

Hourly Rate: $23.00

Education: Associates of Arts, General Studies, Glendale Community College; Bachelor of Arts, Education/Sociology, Northern Arizona University; Master of Arts, Educational Leadership, Northern Arizona University

Experience: Mr. McCoy is the Division Chief of Training for the Northwest Fire District since 2006. Previous positions included Fire Captain and Paramedic. He will instruct courses in the Fire Science program.

McElroy, Patricia A.

Workforce Trainer

CC

Hourly Rate: $20.00

Education: Bachelor of Arts, Liberal Arts and Spanish, Post Bachelor Certificate, Elementary Education, University of Arizona; Master of Arts, Educational Administration, California State University-Los Angeles

(Continued)
Experience: Ms. McElroy has twelve years experience teaching in a Bilingual Elementary school in Los Angeles, California. Her next position was as assistant principal and then principal for elementary schools in Tucson Unified School District. She served as principal for Lynn/Urquides Elementary and then Menlo Park Elementary for 14 years. In Continuing Education, Ms. McElroy will teach Spanish within our language course offerings to assist the community to obtain skills in a second language.

Medford, Anessa
Instructor
CC
Hourly rate: $15.00
Education: Associates of Arts, Business, Lamson College
Experience: Ms. Medford holds an American Heart Association Certification in Cardiopulmonary Resuscitation and is an Arizona Department of Health Services certified Emergency Medicine Technician. Since 2006, she has held the position of Firefighter for Tucson Fire Department. Ms. Medford will use her education and experience as a teacher's assistant in the Emergency Medical Technician-Paramedic program.

Mendez-Gutierrez, Daniel
Tutor II
EC
Hourly Rate: $9.00
Education: Coursework, Pima Community College
Experience: Mr. Mendez-Gutierrez works at Tucson International Airport as an aircraft tech. He has served in the United States Marine Corps and also worked as a private tutor for High School and Middle School students. Based on his previous experience as a tutor for minors, his academic skills in math and engineering, he is recommended for this position.

Milligan, John K.
Tutor I
EC
Hourly Rate: $7.25
Education: Coursework, Associate of Science, Pima Community College
Experience: Mr. Milligan has prior experience as a private tutor. He is recommended for this position by his Organic Chemistry Instructor.

Murray, Patricia L.
Student Services Specialist
DC
Hourly Rate: $17.22
Education: Bachelor of Arts, Social Studies, University of Kentucky; Master of Education, Educational Administration, University of Arizona
Experience: Ms. Murray has been a Senior Program Coordinator at the University of Arizona, Department of Computer Science and an Academic Advisor at the College of Education, Office of Student Services. As our Title V Educational and Career Development Specialist, Ms. Murray will develop materials, tools, processes, and build faculty and staff capacity for institutionalization in the areas of Electronic Individual Education and Career Plans (IECPs), Career Exploration, and E-portfolios (digital compilations of academic work).

Pickens, Patrick
Tutor II
DV
Hourly Rate: $8.25
Education: Bachelor of Science, Technology and Society, University of New Mexico

(Continued)
Experience: Mr. Pickens has one and one-half years experience tutoring college students in various subject areas including writing, social studies, and general humanities. He was selected to tutor high school students at Sunnyside and Desert View High Schools in academic subject areas.

Pomeroy, Kathryn J. Workforce Trainer CC
Hourly Rate: $20.00
Education: Certifications: Aerobic Fitness (Group Fitness and Cardio Kickboxing), Zumba, Aquatic Fitness, Silver Sneakers, Turbo Kick, American Heart Association (CPR and First Aid), Fitour (Personal Trainer)
Experience: Ms. Pomeroy has been working as a fitness instructor for the Town of Sahuarita since 2004. She also teaches Water Aerobics and Zumba classes at the Rancho Sahuarita Clubhouse. She has also worked as a fitness instructor at a YMCA in Jefferson City, Missouri. In Continuing Education, Ms. Pomeroy will teach Zumba courses to provide additional health and fitness course offerings to the community.

Reed, Susan A. Workforce Trainer CC
Hourly Rate: $20.00
Education: Coursework, French, University of Arizona, Accounting, Pima College; Associates in Business, Grossmont College, Business, National University
Experience: Ms. Reed is ordained as Gen Kelsang Lingpur, Buddhist nun in the Kadampa tradition. She has been a resident teacher at the Tara Mahayana Buddhist Center in Tucson since 2001 and a resident teacher at the Clear Light Buddhist Center in Phoenix, Arizona for four years. She has also been an administrative director for the Vajrarupini Buddhist Center in San Diego for eight years. In Continuing Education, Ms. Reed will teach Buddhist Philosophy and Meditation within our expanded course offerings in the study of various philosophies and principles.

Rinder, Jeremy Workforce Trainer CC
Hourly rate: $15.00
Education: Emergency Medical Technology – Basic, Fire Academy, Pima Community College.
Experience: Mr. Rinder has been a Firefighter and an Emergency Medical Technician with Avra Valley Fire District since February 2009. He is certified with the State Of Arizona as a firefighter and nationally certified as an Emergency Medical Technician – Paramedic. Mr. Rinder will use his knowledge and experience as a Teacher’s Assistant in the Fire Science Program.

Rodin, Lisa J. Student Aide WC
Hourly Rate: $7.25
Education: Coursework, Photography, Pima Community College
Experience: Ms. Rodin previously worked as a Federal Work Study Aide in Digital Arts for the College and has worked at other businesses, including a veterinary office and a department store. Ms. Rodin has the requisite skills to work in the photo laboratory.

(Continued)
Ruby, Laurie A. Workforce Trainer CC
Hourly Rate: $20.00
Education: Bachelor of Science, Legal Assistant Program, Madonna University; Bachelor of Arts, University of Michigan; Master of Arts, Theatre, Eastern Michigan University
Experience: Ms. Ruby has extensive academic experience in theater. She has participated in many productions, and has worked as director/producer in non-profit theater organizations. She worked as a legal assistant in Detroit, Michigan for one year and as an office manager in Brighton, Michigan for five years. In Continuing Education, Ms. Ruby will be teaching the requested course in Theatre in Green Valley.

Ruiz, Vanessa C. Tutor II EC
Hourly Rate: $9.00
Education: Associate of Arts and Associate of General Studies, Pima Community College
Experience: Ms. Ruiz worked as an assistant for the Kumon Center where she tutored and worked with students and their parents to improve academics. Based on her extensive tutoring experience and an academic background in history and writing, she is recommended for this position.

Schinkel, Suzanne G. Workforce Trainer CC
Hourly Rate: $20.00
Education: Bachelor of Arts, Spanish, Education, Edgewood College; Certificates in Qi Gong and Tai Chi from Institute of Integral QiGong and Tai Chi, California
Experience: Ms. Schinkel has worked as a teacher for six years at Lourdes Catholic School in Nogales, Arizona, at the University of Wisconsin and at Dominican High School in Whitefish Bay, Wisconsin. She has also worked as an Assistant Director at Maryhurst University, Portland, Oregon, at San Francisco Community College, and at J. Sargeant Reynolds Community College. She worked for one year as director of activities at the Silver Spring Retirement Community. In Continuing Education, Ms. Schinkel will teach Tai Chi as part of our health and exercise curriculum to provide better fitness opportunities to the Greater Green Valley area.

Schroder, Catherine Workforce Trainer CC
Hourly Rate: $20.00
Education: Associate of Arts, Chemistry and Mathematics, Riptondo College; Bachelor of Science, Biochemistry and Medical Technology, Whittier College; Master of Arts, Education, Whittier College
Experience: Ms. Schroder is a skilled scientist and educator with 15 years experience in education. She served as a teacher for the East Whittier School District during all of her tenure as a K-12 educator. Prior to that position, she worked as a Medical Technologist for 19 years in the Presbyterian Intercommunity Hospital in Whittier, California. In Continuing Education, Ms. Schroder will teach science and math classes for children.
Seemiller, Dr. Corey

Workforce Trainer

CC

Hourly Rate: $25.00

Education: Bachelor of Arts, Communications, Arizona State University; Master of Education, Educational Leadership, Northern Arizona University; Doctor of Philosophy, Higher Education, Emphasis: Organizational Administration; minor: Student Personnel, University of Arizona

Experience: Dr. Seemiller is currently employed at the University of Arizona as Director of Leadership Programs. He also is self-employed as President and owner of LEADU Leadership Training, LLC. Dr. Seemiller has many years of teaching experience teaching in his field of studies at the University of Arizona, Northern Arizona University, the University of Phoenix, Sonoma State University, and Pima Community College. Dr. Seemiller will be teaching a class in his field of expertise in Continuing Education.

Shinners, Carol M.

Fiscal Support Specialist

DO

Hourly Rate: $17.22

Education: Associate of Applied Science, Business Administration, Kalamazoo Valley Community College

Experience: Ms. Shinners has experience in customer support services, procurement services, and accounts payable processing. She worked as an Associate Buyer at Ventana Medical Systems and Buyer at GA Telesis (formerly AM Trading), and is currently employed by Randstad Work Solutions, where she has supported the College’s Accounts Payable department since June 2009 assisting with year-end processing and audit preparation. Ms. Shinners will temporarily fill a Fiscal Support Specialist position while the incumbent is on leave.

Smale, Tracy William

Trainer/Facilitator

EC

Hourly Rate: $50.00

Education: Bachelor of Arts in Economics, Cornell College; Master of International Management, American Graduate School of International Management.

Experience: Mr. Smale has over 20 years of experience in international management, including software licensing and distribution. His primary international focus has been in Japan and Thailand. Mr. Smale is active in the Southern Arizona Logistics Education Organization (SALEO). Mr. Smale will teach courses in Logistics and Supply Chain Management to local employers under direct contract or through contract with the Pima County One Stop. This program is designed and delivered under the Workforce Innovation in Regional Economic Development (WIRED) Grant.

Tiffin, Sean

Tutor 1

DV

Hourly Rate: $7.25

Education: Coursework, Electrical Engineering, Pima Community College

Experience: Mr. Tiffin was selected as a math tutor based on his demonstrated knowledge and understanding of math concepts, and has shown an ability to effectively explain these concepts to his peers while spending time in the Learning Center.

(Continued)
**Troy, Amber**  
Tutor II  
Hourly Rate: $9.50  
Education: Associate of Liberal Arts, Pima Community College; Bachelor of Arts, Linguistics, University of Arizona  
Experience: Ms. Troy has experience educating children in writing, optics and astronomy, and creating lessons and training kits for educators. Ms. Troy works as a staff journalist for Southwest Environment Health Services. Ms. Troy’s knowledge and experience in education, journalism and working with children are appropriate for an Upward Bound Writing Tutor II.

**Warren, Bacil**  
Instructor  
CC  
Hourly rate: $23.0  
Education: Emergency Medical Technology-Paramedic, Pima Community College  
Experience: Mr. Warren is an Emergency Medical Technician at Southwest Ambulance since 2006. He holds American Heart Association provider-level certifications in Advanced Cardiovascular Life Support, Pediatric Advanced Life Support, Cardiopulmonary Resuscitation and Basic Life Support at the instructor level. He will work as an instructor in the EMT program.

**Wiggins, Justina**  
Tutor I  
DV  
Hourly Rate: $7.25  
Education: Associate of Arts, Accounting/Business, Pima Community College  
Experience: Ms. Wiggins was recommended as a writing tutor by her instructor at Pima Community College based on her demonstrated knowledge and understanding of writing and her degree. She also has one year of customer service experience.

**Zeng, Linglin**  
Tutor I  
WC  
Hourly Rate: $7.25  
Education: Associate in Nursing, Jian Nursing School, China, Coursework: Nursing, Pima Community College  
Experience: Ms. Zeng was employed as a registered nurse at Donhu Hospital in China from 2003-2006. Given her nursing diploma in China and her two years in the PCC Nursing program, we are recommending Ms. Zeng’s employment as a nursing tutor.

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

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

DATE: 10/14/09
ITEM NO: 15.4

Recommendation:

The Chancellor recommends that the Board approve the firms of DeConcini, McDonald, Yetwin & Lacy; Waterfall, Economidas, Caldwell, Hanshaw and Villamana; and Fennemore Craig to provide legal representation to the College through June 30, 2010.

Contact Person:

Dr. Roy Flores, Chancellor (206-4747)
TO: Board of Governors  
FROM: Chancellor  
DATE: 10/14/09  
ITEM NO: 15.5  
SUBJECT: Grant Award:  
Arizona Department of Education  
GED Marketing Pilot Initiative  

Recommendation:

The Chancellor recommends that the Board of Governors accept the GED Marketing Pilot Initiative grant award from the Arizona Department of Education for the period of July 1, 2009 through June 30, 2010.

Background:

The Arizona Department of Education, Adult Education Services has been the primary funder of classes and services for Pima Community College Adult Education (PCCAE) for over twenty five years. One of the key services that the PCCAE program offers the community is GED Testing. Through the General Education Development Testing Services (GEDTS), two states (AZ and GA) were selected to pilot a marketing campaign for the GED test. The Arizona Department of Education, Adult Education Services then selected Pima County as one of three counties to participate in the capacity building GED pilot.

Pima Community College Adult Education is one of the two largest adult education programs in the State serving over 7,200 students a year through a variety of classes and services. This grant initiative will provide funds for the PCCAE program in an effort to increase the number of GED test takers, test completion rates, pass rates, remediation services, and transition assistance to Pima College credit classes.

The GED Marketing Pilot Initiative program supports the Pima Community College Plan 2008-2011 by addressing:

- Initiative 1: Provide Evidence of Student Learning and Teaching Effectiveness
  - Strategy 1.1 Create goals for student learning outcomes that are clearly stated for each education program and make effective assessment possible.
  - Strategy 1.2 Create effective learning environments to ensure student success
  - Strategy 1.3 Develop and enhance effective educational and business partnerships to increase learning opportunities for students
  - Strategy 1.4 Value and support effective teaching to develop the community through learning
  - Strategy 1.5 Develop and enhance learning and educational resources to support student learning and effective teaching

- Initiative 4: Create Foundations for Creativity and Innovation
  - Strategy 4.1 Expand College access and outreach

(Continued)
Financial Considerations:

The total grant amount awarded is $124,000. The table below illustrates the expense items to be supported by this grant:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal</td>
<td></td>
</tr>
<tr>
<td>1 Instructor @ 100%</td>
<td>47,275</td>
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<tr>
<td>1 Instructor @ 10%</td>
<td>5,000</td>
</tr>
<tr>
<td>1 Support Technician @ 5%</td>
<td>1,667</td>
</tr>
<tr>
<td>1 Advisor @ 25%</td>
<td>12,500</td>
</tr>
<tr>
<td>Employee Related Expenses (ERE)</td>
<td>66,442</td>
</tr>
<tr>
<td>TOTAL SALARIES AND ERE</td>
<td>10,402</td>
</tr>
<tr>
<td>Supplies</td>
<td>13,732</td>
</tr>
<tr>
<td>TOTAL FEDERAL SHARE</td>
<td>$102,100</td>
</tr>
<tr>
<td>State</td>
<td></td>
</tr>
<tr>
<td>1 Proctor @ 20%</td>
<td>5,000</td>
</tr>
<tr>
<td>1 Proctor @ 21%</td>
<td>5,402</td>
</tr>
<tr>
<td>Employee Related Expenses (ERE)</td>
<td>3,433</td>
</tr>
<tr>
<td>Testing Materials</td>
<td>8,065</td>
</tr>
<tr>
<td>TOTAL STATE SHARE</td>
<td>$21,900</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$124,000</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.

Contact Person:

Dr. Sylvia Lee, President, Community Campus (206-6577)

Dr. Roy Flores, Chancellor
TO: Board of Governors                                      DATE: 10/14/09
FROM: Chancellor                                             ITEM NO: 15.6
SUBJECT: Extension of Subrecipient Agreement:
Sunnyside Unified School District
Pima Community College Adult Education Family Literacy Program

Recommendation:

The Chancellor recommends that the Board of Governors approve the extension of a subrecipient agreement with Sunnyside Unified School District, and if funded acceptance of the grant award for the period of July 1, 2009 through June 30, 2010.

Background

This subrecipient agreement will support the Pima Community College Adult Education Family Literacy program salaries for full time instructors, coordination staff, employee related benefits and provide child care stipends for the four Sunnyside Unified School District sites: Liberty Elementary School, Los Niños Elementary School, Mission Manor Elementary School, and the Rivera Elementary School. The Sunnyside Unified School District has been a long standing partner and offered a Family Program at the aforementioned sites through Pima Community College Adult Education Family Literacy Program.

The Pima Community College Adult Education Family Literacy Program program supports the College Plan 2008-2011:

- Initiative 1: Provide Evidence of Student Learning and Teaching Effectiveness
  - Strategy 1.1 Create goals for student learning outcomes that are clearly stated for each education program and make Effective assessment possible.
    - Action 1.1.5 Strengthen student preparation in mathematics, writing and science.
  - Strategy 1.2 Create effective learning environments to ensure student success
    - Action 1.2.3 Development appropriate placement of students in basic skills coursework.
  - 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 partnerships to increase learning opportunities for students
  - Strategy 1.5 Develop and enhance learning and educational resources to support student learning and effective teaching
    - Action 1.5.2 Expand access to learning resource for faculty, adjunct faculty and students through multiple modalities.

(Continued)
Financial Considerations:

The total grant amount being requested is $355,400. The table below illustrates the expense items to be supported by the grant.

**Expense Items**

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Instructional Salaries</strong></td>
<td></td>
</tr>
<tr>
<td>1 Program Manager</td>
<td>28,771</td>
</tr>
<tr>
<td>1 Adv Program Coordinator</td>
<td>22,749</td>
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<tr>
<td>1 Data Specialist</td>
<td>14,358</td>
</tr>
<tr>
<td>1 Instructor - Liberty</td>
<td>44,511</td>
</tr>
<tr>
<td>1 Instructor - Los Niño’s</td>
<td>44,511</td>
</tr>
<tr>
<td>1 Instructor - Mission Manor</td>
<td>45,626</td>
</tr>
<tr>
<td><strong>Total Instructional Salaries</strong></td>
<td>200,526</td>
</tr>
<tr>
<td>Employee Related Expenses @ .33%</td>
<td>66,173</td>
</tr>
<tr>
<td><strong>Total Instructional Salaries and ERE</strong></td>
<td>$266,699</td>
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</table>

<table>
<thead>
<tr>
<th>Part-Time Salaries</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>5,592</td>
</tr>
<tr>
<td>1 Elvira Parent Involvement Assistant 20 hrs @ 12.71 x 43 wks.</td>
<td>10,931</td>
</tr>
<tr>
<td>1 Instructor - Rivera 32.5 hrs @ 27.62</td>
<td>44,883</td>
</tr>
<tr>
<td>1 GED Instructor 20 hrs x 22.67 x 52 wks</td>
<td>10,374</td>
</tr>
<tr>
<td><strong>Total Part-Time Salaries</strong></td>
<td>71,780</td>
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<tr>
<td>Employee Related Expenses @ .18%</td>
<td>12,920</td>
</tr>
<tr>
<td><strong>Total Part-Time Salaries and ERE</strong></td>
<td>84,700</td>
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<tr>
<td><strong>TOTAL SALARIES</strong></td>
<td>$272,306</td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>Child Care Stipends @ $2,000 for 4 Sites</td>
<td>4,000</td>
</tr>
<tr>
<td><strong>TOTAL OTHER</strong></td>
<td>$4,000</td>
</tr>
<tr>
<td><strong>REIMBURSABLE TOTAL:</strong></td>
<td>$355,400</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.

Contact Person:

Dr. Sylvia Lee, President, Community Campus (206-6577)
The Chancellor recommends that the Board of Governors approve an Intergovernmental Agreement with the school districts listed below effective from October 14, 2009 to June 30, 2014.

Background:

Following federal mandates embedded in the No Child Left Behind Act (NCLB), all K-12 Arizona classroom instructors must be considered highly qualified teachers (HQT). The Arizona Department of Education (ADE) has severely limited emergency teaching certifications. Thus, school districts must contract with a state-approved teacher preparation program. Pima Community College is a state-approved program.

Since 2006, the Board has approved Intergovernmental Agreements with high-need school districts requesting the College Teacher-Intern Preparation Program for their teachers. It is anticipated the demand for this program will continue to increase.

The following School Districts have requested the Teacher-Intern Preparation Program be made available to their staff. We seek to enter into an Intergovernmental Agreement with each of these school districts to support this program:

Cibecue C. School District
Chinle Unified School District
San Carlos Unified School District

This Intergovernmental Agreement supports the College Plan 2008-2011:

- Initiative 1: Provide Evidence of Student Learning and Teaching Effectiveness
  - 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 partnerships to increase learning opportunities for students
  - Strategy 1.5 Develop and enhance learning and educational resources to support student learning and effective teaching
    - Action 1.5.2 Expand access to learning resources for faculty, adjunct faculty and students through multiple modalities.

(Continued)
- Strategy 1.5 Develop and enhance learning and educational resources to support student learning and effective teaching
  - Action 1.5.2 Expand access to learning resources for faculty, adjunct faculty and students through multiple modalities.

The College has engaged in programs with local school districts for several years and recognizes no new or unusual exposures associated with the proposed activities. The Agreement has been reviewed by College staff.

**Financial Considerations:**

There are no additional funds associated with this action.

**Contact Person:**

Dr. Sylvia Lee, President, Community (206-6577)

[Signature]

Dr. Roy Flores, Chancellor
Recommendation:

Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following new Workforce Response program: Basic Business and Industry Technology-Supervision Certificate for Direct Employment.

Background:

The Basic Business and Industry Technology-Supervision Certificate was requested by Pima County One Stop to teach practical supervision skills that include management functions, project management, verbal communication, teamwork, and basic human resources issues faced by the supervisor.

Graduates of this certificate will be prepared with managerial skills for first and second-level supervisory positions. Graduates may also apply the certificate courses to the Associate of Applied Science Degree in Business and Industry Technology.

Initial enrollment is expected to be 65; twenty expected to graduate by January 2010.

This proposed program supports the 2008-2011 College Plan Initiative 1, Strategy 1.3, which states: Develop and enhance effective educational and business partnerships to increase learning opportunities for students.

Financial Considerations

There are no additional requests for funding associated with this action.

Contact Person:

Dr. Suzanne L. Miles, Provost & Executive Vice Chancellor (206-4999)
TO: Board of Governors  DATE: 10/14/09
FROM: Chancellor  ITEM NO: 15.9
SUBJECT: Curriculum Recommendation – New Workforce Response Program: Logistics Basic Certificate for Direct Employment

Recommendation:

Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following new Workforce Response program: Logistics Basic Certificate for Direct Employment.

Background:

The Logistics Basic Certificate, along with the proposed Logistics Advanced Certificate and the proposed Logistics Associate of Applied Science (AAS), was created under an inter-governmental agreement (IGA) with the Pima County One Stop to provide training under the Community Based Job Training (CBJT). The goal of the grant is to start students under workforce/contractual arrangement and transition them to an occupational program in Logistics and Supply Chain Management. The occupational program is scheduled to be reviewed at the October 2009 College Curriculum Council meeting and then proposed to the Board of Governors in November 2009.

The three programs offer training topics to include customer service, supply chain security, inventory control, warehousing, transportation, and traffic management. Grant goals include graduating 180 students by the end of 2011 from the three programs combined. The first cohort of 20-25 students tentatively planned to begin October 26th, 2009, pending Board approval of these programs.

Graduates of this certificate will be prepared to secure entry-level positions in logistics such as shipping, receiving and traffic clerks. Graduates may also choose to continue their studies in pursuit of the Logistics Advanced Certificate and/or the Logistics AAS degree.

This proposed program supports the 2008-2011 College Plan Initiative 1, Strategy 1.3, which states: Develop and enhance effective educational and business partnerships to increase learning opportunities for students.

Financial Considerations

There are no additional requests for funding associated with this action.
Contact Person:

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

Dr. Roy Flores/Chancellor
Recommendation:

Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following new Workforce Response program: Logistics Advanced Certificate for Direct Employment.

Background:

The Logistics Advanced Certificate, along with the proposed Logistics Basic Certificate and the proposed Logistics Associate of Applied Science (AAS), was created under an intergovernmental agreement (IGA) with the Pima County One Stop to provide training under the Community Based Job Training (CBJT). The goal of the grant is to start students under workforce/contractual arrangement and transition them to an occupational program in Logistics and Supply Chain Management. The occupational program is scheduled to be reviewed at the October 2009 College Curriculum Council meeting and then proposed to the Board of Governors in November 2009.

The three programs offer training topics to include customer service, supply chain security, inventory control, warehousing, transportation, and traffic management. Grant goals include graduating 180 students by the end of 2011 from the three programs combined. The first cohort of 20-25 students tentatively planned to begin October 26th, 2009, pending Board approval of these programs.

Graduates of this certificate will be prepared to secure entry-level positions in logistics such as cargo and freight agents, as well as shipping, receiving, and traffic clerks. Graduates may also choose to continue their studies in pursuit of the Logistics AAS degree.

This proposed program supports the 2008-2011 College Plan Initiative 1, Strategy 1.3, which states: Develop and enhance effective educational and business partnerships to increase learning opportunities for students.

Financial Considerations

There are no additional requests for funding associated with this action.

(Continued)
Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors  DATE: 10/14/09
FROM: Chancellor  ITEM NO: 15.11
SUBJECT: Curriculum Recommendation – New Workforce Response Program: Logistics Associate of Applied Science for Direct Employment

Recommendation:

Per Board Policy 2310, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following new Workforce Response program: Logistics Associate of Applied Science for Direct Employment.

Background:

The Logistics Associate of Applied Science, along with the proposed Logistics Basic and Logistics Advanced Certificates, was created under an inter-governmental agreement (IGA) with the Pima County One Stop to provide training under the Community Based Job Training (CBJT). The goal of the grant is to start students under workforce/contractual arrangement and transition them to an occupational program in Logistics and Supply Chain Management. The occupational program is scheduled to be reviewed at the October 2009 College Curriculum Council meeting and then proposed to the Board of Governors in November 2009.

The three programs offer training topics to include customer service, supply chain security, inventory control, warehousing, transportation, and traffic management. Grant goals include graduating 180 students by the end of 2011 from the three programs combined. The first cohort of 20-25 students tentatively planned to begin October 26th, 2009, pending Board approval of these programs.

Graduates of this certificate will be prepared to secure entry-level to supervisory level positions in inventory control, transportation and warehouse management. Job titles may include transportation, storage and distribution managers; cargo and freight agents; and shipping, receiving and traffic clerks.

This proposed program supports the 2008-2011 College Plan Initiative 1, Strategy 1.3, which states: Develop and enhance effective educational and business partnerships to increase learning opportunities for students.

Financial Considerations

There are no additional requests for funding associated with this action.
Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors
FROM: Chancellor
DATE: 10/14/09
ITEM NO: 15.12
SUBJECT: Curriculum Recommendation – New Occupational Program:
Solar Installer Certificate for Direct Employment

Recommendation:

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

Background:

This proposed Downtown Campus occupational certificate is designed to provide those with building trades experience a strong foundation in solar installation. It also contains a train-the-trainer course to generate additional building trade instructors in the field. Collaborating community partners endorsing this proposal include the Pima County One Stop Center, JobPath, Pima Association of Governments, Pima County Joint Technological Education District, and the Arizona Department of Commerce Energy Office.

Graduates of the certificate will be equipped to take the North American Board of Certified Energy Practitioners (NABCEP) Photovoltaic Installer Certification exam and the Photovoltaic Installer Advanced Certification exam. Thirty graduates per year are anticipated.

Graduates may also continue their studies by completing the Associate of Applied Science in Building and Construction Technology.

This program supports the 2008-2011 College Plan Initiative 1, Strategy 1.3, which states: Develop and enhance effective educational and business partnerships to increase learning opportunities for students.

Financial Considerations

Contact Person:

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

Dr. Roy Flores, Chancellor
TO: Board of Governors                          DATE: 10/14/09
FROM: Chair of the Board                      ITEM NO: 16
SUBJECT: Employment Contract: Chancellor

Recommendation:

The Chair recommends that the Board reaffirm the employment contract of Roy Flores, Chancellor.