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 12th day of May 2010, at 7:00 p.m. The meeting will be held in the Community/Board Room, District Office, 4905 E. Broadway, Tucson, Arizona 85709-1010. A Regular Meeting Agenda is attached.

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

Dated this 7th day of May 2010.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

By: ____________________________
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
   Shari Dill
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 June 9, 2010
Board of Governors Agenda

General Matters (Continued)

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

Information Items

11. Separations from Employment
12. Student Aide Hires

Action Items

13. Approval of Minutes
   A. Special Meeting of April 14, 2010
   B. Regular Meeting of April 14, 2010
14. Consent Agenda
   14.1 New Appointments
   14.2 Administrative Appointments
   14.3 Adjunct Faculty Appointments
   14.4 Temporary Appointments
   14.5 2011-2012 Academic Calendar
   14.6 Memorandum of Understanding: United States Air Force, Davis-Monthan Air Force Base Educational Program
   14.7 Agreement: Rural Metro Corporation
   14.8 Contract: ISS Facility Services
   14.9 Contract: Waxie Sanitary Supplies
   14.10 Contract: Short Term Disability Insurance
   14.11 Contract: International Students Health Insurance
   14.12 Contract: New Horizons
Action Items (Continued)


Other Action Items

15. Fiscal Year 2010/2011 Proposed Budget

Adjournment

Public Hearing
June 9, 2010, 6:30 p.m.
District Office
Community Board Room
4905 East Broadway
Tucson, AZ 85709-1010

Special Meeting
June 9, 2010, 6:45 p.m.
District Office
Community Board Room
4905 East Broadway
Tucson, AZ 85709-1010

Regular Meeting
June 9, 2010, 7:00 p.m.
District Office
Community Board Room
4905 East Broadway
Tucson, AZ 85709-1010
Pima County Community College District
4905C East Broadway/Tucson, Arizona 85709-1010

GENERAL MATTERS/REPORTS

Governing Board Agenda

Meeting Date: 5/12/10
Item Number: 1-9

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Matters/Reports</td>
<td>Chancellor’s Office</td>
</tr>
<tr>
<td></td>
<td>(206-4747)</td>
</tr>
</tbody>
</table>

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Staff Representatives
5. Student Representatives
6. Faculty Representatives
7. Report—Chairperson of the Board
   • Authorization of Executive Session on June 9, 2010
8. Report—Secretary of the Board
9. Report—Chancellor

Approval
Chancellor: Dr. Roy Flores
Recommendation:

Attached are the financial statements showing preliminary 2009/10 fiscal year results through March 2010. Time will be provided to discuss college fiscal matters.

Justification:

Pima Community College continues the year as expected, with positive net assets reported through the end of March. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end is approximately $12.5 million. This is lower than the March 2009 net assets increase of $14.2 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 95.0 percent of the budget, which is higher than the previous year. Services and supplies expenditures and commitments are approximately 71.5 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 March are $199.6 million, which is an increase of $16.5 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.
## PIMA COUNTY COMMUNITY COLLEGE DISTRICT

### Statement of Net Assets
**31-Mar-10**  
*(Preliminary)*

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>FY 2009/10</th>
<th>FY 2008/09</th>
<th>Prior Year Totals as of March 31, 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CURRENT FUNDS</strong></td>
<td>General</td>
<td>Auxiliary and Restricted</td>
<td>Plant and Other Funds</td>
</tr>
<tr>
<td><strong>CASH AND CASH EQUIVALENTS</strong></td>
<td>$72,739,316</td>
<td>$14,081,145</td>
<td>$85,760,427</td>
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<tr>
<td><strong>PROPERTY TAXES</strong></td>
<td>3,329,722</td>
<td>0</td>
<td>3,997,179</td>
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<tr>
<td><strong>ACCOUNTS (NET OF ALLOWANCES)</strong></td>
<td>4,530,086</td>
<td>2,521</td>
<td>4,532,607</td>
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<tr>
<td><strong>GOVERNMENT GRANTS AND CONTRACTS</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>STUDENT LOANS (NET OF ALLOWANCES)</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>OTHER</strong></td>
<td>1,494,344</td>
<td>11,876</td>
<td>1,570,669</td>
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<tr>
<td><strong>INVENTORIES</strong></td>
<td>201,701</td>
<td>0</td>
<td>201,701</td>
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<tr>
<td><strong>PREPAID EXPENSES</strong></td>
<td>206,617</td>
<td>0</td>
<td>206,617</td>
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<tr>
<td><strong>TOTAL CURRENT ASSETS</strong></td>
<td>82,501,786</td>
<td>8,205,197</td>
<td>14,751,470</td>
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<tr>
<td><strong>NONCURRENT ASSETS</strong></td>
<td>82,501,786</td>
<td>8,205,197</td>
<td>14,751,470</td>
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<tr>
<td><strong>RESTRICTED CASH AND CASH EQUIVALENTS</strong></td>
<td>0</td>
<td>0</td>
<td>15,291,311</td>
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<td><strong>NOTES RECEIVABLE (NET OF ALLOWANCES)</strong></td>
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<td>0</td>
<td>1,353,069</td>
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<tr>
<td><strong>OTHER LONG-TERM INVESTMENTS</strong></td>
<td>1,758,104</td>
<td>0</td>
<td>2,286,577</td>
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<td><strong>CAPITAL ASSETS</strong></td>
<td>0</td>
<td>0</td>
<td>548,473</td>
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<td><strong>LAND</strong></td>
<td>0</td>
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<td>0</td>
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<td><strong>BUILDINGS &amp; LEASEHOLD IMPROVEMENTS (NET OF DEPRECIATION)</strong></td>
<td>0</td>
<td>0</td>
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<td><strong>CONSTRUCTION IN PROGRESS</strong></td>
<td>0</td>
<td>0</td>
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<td><strong>EQUIPMENT (NET OF DEPRECIATION)</strong></td>
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<td><strong>LIBRARY BOOKS (NET OF DEPRECIATION)</strong></td>
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<td>1,758,104</td>
<td>0</td>
<td>138,622,236</td>
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<td><strong>TOTAL ASSETS</strong></td>
<td>$84,239,890</td>
<td>$8,205,197</td>
<td>$151,373,706</td>
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<table>
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<tr>
<th>LIABILITIES</th>
<th>FY 2009/10</th>
<th>FY 2008/09</th>
<th>Prior Year Totals as of March 31, 2009</th>
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<tbody>
<tr>
<td><strong>CURRENT LIABILITIES</strong></td>
<td>$3,444,665</td>
<td>$2,789,983</td>
<td>$2,789,983</td>
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<td><strong>CASH AND CASH EQUIVALENTS</strong></td>
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<tr>
<td><strong>ACCOUNTS PAYABLE AND ACCRUED LIABILITIES</strong></td>
<td>393,354</td>
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<tr>
<td><strong>DEPOSITS HELD IN CUSTODY</strong></td>
<td>0</td>
<td>0</td>
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<tr>
<td><strong>CURRENT PORTION OF LONG-TERM LIABILITIES</strong></td>
<td>4,261,805</td>
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<tr>
<td><strong>TOTAL CURRENT LIABILITIES</strong></td>
<td>8,099,824</td>
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<tr>
<td><strong>NONCURRENT LIABILITIES</strong></td>
<td>8,099,824</td>
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<tr>
<td><strong>DEBENTURES</strong></td>
<td>0</td>
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<td>0</td>
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<tr>
<td><strong>LONG-TERM LIABILITIES</strong></td>
<td>2,995,697</td>
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<tr>
<td><strong>TOTAL NONCURRENT LIABILITIES</strong></td>
<td>3,001,741</td>
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<td><strong>TOTAL LIABILITIES</strong></td>
<td>$11,101,571</td>
<td>$27,583</td>
<td>$33,061,308</td>
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<table>
<thead>
<tr>
<th>NET ASSETS</th>
<th>FY 2009/10</th>
<th>FY 2008/09</th>
<th>Prior Year Totals as of March 31, 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INVESTED IN CAPITAL ASSETS (NET OF RELATED DEBT)</strong></td>
<td>$92,739,360</td>
<td>$92,739,360</td>
<td>$85,511,265</td>
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<td><strong>RESTRICTED</strong></td>
<td>1,733,669</td>
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<td>1,702,898</td>
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<tr>
<td><strong>DEBT SERVICE</strong></td>
<td>10,065,432</td>
<td>10,065,432</td>
<td>10,377,828</td>
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<tr>
<td><strong>OTHER (CAPITAL PROJECTS)</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td><strong>GRANTS AND CONTRACTS</strong></td>
<td>890,152</td>
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<tr>
<td><strong>UNRESTRICTED</strong></td>
<td>$73,138,319</td>
<td>$7,287,462</td>
<td>$73,138,319</td>
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<td><strong>TOTAL NET ASSETS</strong></td>
<td>$73,138,319</td>
<td>$8,177,614</td>
<td>$110,312,359</td>
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</table>
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### PIMA COUNTY COMMUNITY COLLEGE DISTRICT

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

For Nine Months Ending March 31, 2010

#### EXPENDITURES BY FUNCTION

<table>
<thead>
<tr>
<th>Function</th>
<th>FY 2009/10</th>
<th>FY 2008/09</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Adjusted Budget</td>
<td>Total Committed</td>
</tr>
<tr>
<td><strong>Educational and General</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$55,701,758</td>
<td>$48,726,445</td>
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<tr>
<td>Academic Support</td>
<td>26,947,843</td>
<td>22,594,204</td>
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<td>Student Services</td>
<td>20,900,883</td>
<td>19,084,273</td>
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<tr>
<td>Institutional Support</td>
<td>26,326,054</td>
<td>23,882,279</td>
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<tr>
<td>Operation and Maintenance of Plant</td>
<td>12,533,817</td>
<td>11,098,026</td>
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<tr>
<td>Student Financial Aid</td>
<td>2,006,000</td>
<td>1,363,147</td>
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<tr>
<td><strong>Other Expenses</strong></td>
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<td></td>
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<tr>
<td>Transfers</td>
<td>7,559,000</td>
<td>7,559,000</td>
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<tr>
<td>Fund balance reserved for contingency</td>
<td>3,726,645</td>
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<tr>
<td><strong>Total Expenditures by Function</strong></td>
<td>$155,702,000</td>
<td>$134,307,374</td>
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</tbody>
</table>

#### EXPENDITURES BY ACCOUNT

<table>
<thead>
<tr>
<th>Account</th>
<th>FY 2009/10</th>
<th>FY 2008/09</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Adjusted Budget</td>
<td>Total Committed</td>
</tr>
<tr>
<td><strong>Personal Services</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Personnel</td>
<td>$6,388,767</td>
<td>$6,388,767</td>
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<tr>
<td>Faculty</td>
<td>23,324,000</td>
<td>22,693,321</td>
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<tr>
<td>Classified Staff</td>
<td>37,586,000</td>
<td>36,575,839</td>
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<tr>
<td>Additional Compensation - Faculty</td>
<td>977,626</td>
<td>918,431</td>
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<tr>
<td>Other Compensation</td>
<td>5,458,755</td>
<td>5,458,755</td>
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<tr>
<td>Adjunct Faculty</td>
<td>15,966,221</td>
<td>15,966,221</td>
</tr>
<tr>
<td>Student Employment / Workstudy</td>
<td>138,309</td>
<td>106,772</td>
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<tr>
<td>Fringe Benefits</td>
<td>19,528,223</td>
<td>15,829,025</td>
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<tr>
<td><strong>Total Personal Services</strong></td>
<td>$109,367,901</td>
<td>$103,937,131</td>
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<tr>
<td><strong>Services and Supplies</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Communications and Utilities</td>
<td>6,126,337</td>
<td>4,197,266</td>
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<tr>
<td>Travel</td>
<td>2,708,860</td>
<td>1,271,520</td>
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<td>Contractual Services</td>
<td>11,238,156</td>
<td>8,598,925</td>
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<tr>
<td>Supplies and Materials</td>
<td>5,980,185</td>
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<td>Student Financial Aid</td>
<td>2,006,000</td>
<td>1,363,146</td>
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<tr>
<td>Current Fixed Charges</td>
<td>2,945,354</td>
<td>2,224,067</td>
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<tr>
<td><strong>Total Services and Supplies</strong></td>
<td>$31,004,892</td>
<td>$22,173,888</td>
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<tr>
<td><strong>Capital Equipment</strong></td>
<td>536,000</td>
<td>343,905</td>
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<tr>
<td>Transfers</td>
<td>7,559,000</td>
<td>7,558,966</td>
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<tr>
<td>Other Expenses</td>
<td>1,130,707</td>
<td>293,484</td>
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<tr>
<td>Contingency and Reserves</td>
<td>6,103,500</td>
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<tr>
<td><strong>Total Expenditures by Account</strong></td>
<td>$155,702,000</td>
<td>$134,307,374</td>
</tr>
</tbody>
</table>


INFORMATION ITEM

Governing Board Agenda

Meeting Date: 5/12/10

Item Number: 11

Item Title
Separations from Employment

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

Recommendation:

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

Retirements

Andreotta, Maria M.
Student Services Advanced Specialist
WC-Instructional Testing Center
Effective: 3/31/10

Maria Andreotta began employment with the College in 1985 as Administrative Secretary at Community Campus. She served as Adjunct Faculty teaching shorthand. In 2000, she became an Advanced Student Services Specialist.

Chavez, Gus
Instructional Faculty-History
DC-Social Sciences
Effective: 5/20/10

Gus Chavez began employment with the College in 1982 as Ed Support Faculty. He taught History at Desert Vista and served as Lead Faculty and Department Chair.

Erickson, Vernone H.
Instructional Faculty-Nursing
WC-Nursing
Effective: 5/20/10

Vernone Erickson was hired by the College in 1992 as Instructional Faculty in Nursing and served as Clinical Coordinator, Director of Nursing, and Department Chair.

(Continued)
Herrera, Albert  
Facilities and Operations Manager  
DO-Plant Operations  
Effective: 5/18/10  

Albert Herrera began employment with the College in 1973 as Electrician. He served in various acting assignments throughout his career and in 2003, was placed into the position of Campus Plant Manager at Desert Vista Campus.

Malanga, Paul  
Instructional Faculty  
WC-Journalism and Writing  
Effective: 5/20/10  

Paul Malanga began employment with the College in 1989 as Instructional Faculty teaching Writing at West Campus. He also served as Adjunct Faculty since 1977.

Quiroga, Ernest  
Instructional Faculty-American Indian Studies  
WC-Social Services  
Effective: 3/8/10  

Ernest Quiroga began employment with the College in 1990 as Instructional Faculty teaching History. He also served as Adjunct Faculty.

Santo, Julia  
Instructional Faculty-Nursing  
WC-Nursing  
Effective: 5/20/10  

Julia Santo began employment with the College in 1991 as Instructional Faculty in Nursing. She also served as Adjunct Faculty.

Wakefield, Lynne  
Assistant Vice Chancellor for Human Resources  
DO-Human Resources Operations  
Effective: 6/30/10  

Lynne Wakefield began employment with the College in 1976 as a Communications Specialist. She has served in a variety of positions, including Assistant Director of Marketing, Director of Legal Resources, Assistant to the Chancellor for Legal Resources, Assistant Vice Chancellor of Marketing, and Assistant Vice Chancellor for Human Resources.

(Continued)
Separations from Employment

Faucett, Thomas  
Business Systems Principal Analyst  
DO-Human Resources  
Effective: 5/7/10  
Reason: Personal

Approvals

Contact Person  
Chancellor  

Dr. Roy Flores
INFORMATION ITEM

Governing Board Agenda

Meeting Date: 5/12/10
Item Number: 12

Recommendation:

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

<table>
<thead>
<tr>
<th>Enright</th>
<th>Kathleen</th>
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</thead>
<tbody>
<tr>
<td>Gonzales</td>
<td>Genevieve</td>
</tr>
<tr>
<td>Jimenez</td>
<td>Blanca</td>
</tr>
<tr>
<td>Nichol</td>
<td>Crista</td>
</tr>
<tr>
<td>Ortiz</td>
<td>Chrystabell</td>
</tr>
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Approvals

Contact Person: Lynne Wakefield
Chancellor: Dr. Roy Flores
**Governing Board Agenda**

**Meeting Date:** 5/12/10

**Item Number:** 13A

<table>
<thead>
<tr>
<th>Item Title</th>
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<tbody>
<tr>
<td>Unapproved Minutes of the Special Meeting April 14, 2010</td>
<td>Chancellor’s Office (206-4747)</td>
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**Background:**

The unapproved minutes of the Special Meeting of April 14, 2010 are submitted for approval.

**Approval**

Chancellor

Dr. Roy Flores
A Special Meeting of the Pima County Community College District Board of Governors was held on Wednesday, April 14, 2010 at 3:00 p.m. in the Community/Board Room, at the District Office, 4905 E. Broadway, Tucson, AZ 85709-1005.

**BOARD MEMBERS**
Sherryn Marshall, Chair
Marty Cortez, Secretary
Brenda Even, Member
David Longoria, Member
Scott Stewart, Member

**RECORDING SECRETARY**
Angela Wesson

**COLLEGE PLANNING COMMITTEE**
Roy Flores, Chancellor
Lou Albert, President, West Campus
Christal Albrecht, President, Desert Vista Campus
Brian Basgen, IT System Architect
David Bea, Executive Vice Chancellor, Administration
Danielle Beardsley, Curriculum Coordinator
Johnston Bia, President, Downtown Campus
Kimlisa Duchicela, Instructional Faculty
Gail Fritz, Curriculum Coordinator
Donna Gifford, Vice President of Instruction
John Gillis, Division Dean
Julie Hecimovich, Electronic Graphic Designer
Jody Kosanke, Instructional Faculty
Dee Lammers, Division Dean
Mary Ann Martinez Sanchez, Vice President of Instruction
Suzanne Miles, Provost/Executive Vice Chancellor
Lorraine Morales, AVC of Student Services
Harry Muir, Vice President of Instruction

Brigid Murphy, AVC of Academic Services/Vice Provost
Nicola Richmond, Executive Director, Planning and Institutional Research
Ted Roush, Vice President of Instruction
Nancy Russell, Vice President of Instruction
William Scurrath, Self Study Coordinator & Editor
Stan Steinman, Senior Assistant to the Provost
Tom Tomasky, Acting Assistant Vice Chancellor
Paul Welsh, Instructional Faculty
Alma Yubeta, Marketing and PR Manager
Board Chair Sherryn Marshall called the meeting to order at 3:10 p.m.

Before presenting the 2011-2013 Planning Cycle, the members of the College Planning Committee were introduced. Dr. Flores presented the 2011-2013 Planning Cycle which included changes to the College Goals; Organizational Climate Survey; and the Reaccreditation Self-Study.

Proposed revisions to the College Goals

Goal 2: To provide an excellent learning experience, including quality teaching and critical inquiry
Goal 3: To prepare a highly skilled and competitive workforce
Goal 6: To enhance the community through partnerships with business and industry, local schools, and government

Organizational Climate Survey: Student
- Ensure consistent procedures college-wide
- Develop a seamless process between assessment, placement and enrollment
- Coordinate the schedule of classes across the College

Organizational Climate Survey: Resident
- Strengthen communication with residents
- Develop courses and programs that match resident needs

Organizational Climate Survey: Employee
- Promote healthy activities
- Provide leadership training for supervisors

Organizational Climate Survey: Leader
- Develop a meaningful way to connect students with employers
- Market and communicate more effectively

Reaccreditation Self-Study: Assessment
- Establish a pervasive climate on student learning outcomes
- Support students who are not succeeding

Reaccreditation Self-Study: Communications
- Enhance the use of technology
- Ensure consistent communication

Reaccreditation Self-Study: Projected Retirements
- Develop hiring practices that do not rule out younger, less experienced applicants
- Focus on hard-to-recruit disciplines and hires who reflect the student body

Reaccreditation Self-Study: Improve Technology
- Create flexible learning spaces
• Maintain electronic resources that keep pace with student demand

Reaccreditation Self-Study: Occupational Education

• Develop green programs
• Resolve problems with the academic culture and presumptions about certain programs

Strengths, Weaknesses, Opportunities and Threats: **Strengths**

• Quality instruction
• Fiscal management
• Reputation

Strengths, Weaknesses, Opportunities and Threats: **Weaknesses**

• Limited information and services relating to career pathways
• Inconsistencies across the campuses
• College can be slow to react

Strengths, Weaknesses, Opportunities and Threats: **Opportunities**

• Build on growing public understanding of what community colleges do
• Respond more effectively to workforce needs
• Hire talented people

Strengths, Weaknesses, Opportunities and Threats: **Threats**

• Funding, enrollment, lack of government support
• Underprepared students

Additional Discussion

• Interdependency with the public universities
• Accountability
• Developmental Education

Board Member concerns and comments:

✦ Ensure the College is ready to support businesses as the economy improves
✦ Hiring practices and valuing other experiences
✦ Develop collaborations across sectors
✦ Engage students
✦ Support students who are not succeeding
✦ Concern about resident expectations
✦ Share information on the College Plan
✦ Workforce development
✦ Other ways for students to demonstrate knowledge
✦ Board policy review

There will be a follow-up workshop in June for the Board to provide feedback.

The meeting adjourned at 4:50 p.m.
## Governing Board Agenda

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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</thead>
<tbody>
<tr>
<td>Unapproved Minutes of the Regular Meeting April 14, 2010</td>
<td>Chancellor's Office (206-4747)</td>
</tr>
</tbody>
</table>

### Background:

The unapproved minutes of the Regular Meeting of April 14, 2010 are submitted for approval.

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**Approval**

[Signature]

Chancellor

Dr. Roy Flores
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, April 14, 2010 at 7:00 p.m., in the Community Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS
Sherryn Marshall, Chair
Marty Cortez, Secretary
Brenda Even, Member
David Longoria, Member
Scott Stewart, Member

BOARD REPRESENTATIVES
Barbara Byrnes, Staff
Shari Dill, Staff
Hector Araujo, Student
Brittany Beasley, Student
Kimlisa Duchicela, Faculty
Rick Rosen, Faculty

RECORDING SECRETARY
Angela Wesson

ADMINISTRATION
Roy Flores, Chancellor
Lou Albert, President, West Campus
Christal Albrecht, President, Desert Vista Campus
Doreen Armstrong, Executive Director, Employee Consulting & Personnel Services
Stella Bay, Executive Director, Department of Public Safety
David Bea, Executive Vice Chancellor, Finance and Administration
Johnson Bia, President, Downtown Campus
Vicky Cook, Vice President of Instruction
Imelda Cuyugan, Assistant Vice Chancellor for Federal Initiatives
Charlotte Fugett, President, East Campus
Donna Gifford, Vice President of Instruction
Mary Beth Ginter, Division Dean of Instruction
Jerry Haynes, Vice President of Student Development
Luisa Hernandez, Division Dean, Pima College Adult Education
Rachelle Howell, Assistant Vice Chancellor for Marketing
Jana Kooi, President, Northwest Campus
Dee Lammers, Vice President of Instruction
Sylvia Lee, President, Community Campus
Mary Ann Martinez Sanchez, Vice President of Instruction
Marty Mayhew, Division Dean 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
Raul Ramirez, Vice Chancellor for Community Relations and Institutional Outreach
Anna Reese, Executive Director, Financial Aid
Nicola Richmond, Executive Director, Institutional Research
Ted Roush, Vice President of Instruction
Nancy Russell, Vice President of Instruction/Workforce and Business Development
Nancee Sorenson, Vice President of Student Development
Edgar Soto, Executive Director of Athletics
Stan Steinman, Senior Assistant to the Provost
Tom Tomasky, Acting Assistant Vice Chancellor
Anne Vosberg, Vice President of Student Development
Lynne Wakefield, Assistant Vice Chancellor for Human Resources
Bill Ward, Assistant Vice Chancellor for Facilities
Call to Order
Sherryn Marshall called the meeting to order at 7:15 p.m.

Pledge of Allegiance
Brenda Even led the Pledge of Allegiance.

Board Chair Marshall called for a moment of silence for the passing of Mrs. Alice Eckstrom.

Public Comment
Rosalinda Gallardo on behalf of the Arizona Association for Lifelong Learning and GED students wished to thank Chancellor Flores and the Governing Board members for their support of adult education. A framed proclamation was given to Dr. Flores and the Board.

Recognition Awards
Chairperson Marshall indicated that part of the agenda would be taken out of order to recognize and present awards to students, employees and community members.

Staff Representatives
Barbara Byrnes and Shari Dill reported on the April 2 Staff Council meeting. Highlights included the following: Provost's Report: The state legislative passed the budget for FY 10-11. Liaison Report: The flex work week was approved by the Board. Non-Exempt staff development day will be held on May 21 and Exempt staff development day will be held June 14.

Student Representatives
Hector Araujo and Brittany Beasley reported on recent events from each campus. Highlights included: Community Campus: PCCAE student leaders AmeriCorps members participated in and volunteered at the Tucson Festival of Board. Desert Vista Campus: Hosted Save the Animals “Pet Adoption Drive/donation on March 29. Downtown Campus: Student Life/Student Government assisting the Arizona Refugee Committee in a supply drive. East Campus: Hosted
the first annual Alberding Amble on April 3. **Northwest Campus:** Hosted author Richard Shelton who read from *Crossing the Yard* on April 6. **West Campus:** Sponsored events in honor of Asian Pacific American Heritage Month.

**Faculty Representatives**

Kimlisa Duchicela shared information from the last Faculty Senate meeting. Following are highlights from that report: A report from the Early Alert ad hoc committee. A presentation was given by Pollyanna Wikrent and Susa Heinrich regarding fitness and wellness requirements. **Chancellor’s Report:** Two task forces will be formed to investigate mandatory placement and success by modality with regard to developmental education.

**Report — Chairperson of the Board**

**Motion No. 6939**


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

**Report — Secretary of the Board**

There was no report.

**Chancellor’s Report**

Meet and Confer teams for the three employee groups, ACES, AFSCME and PCCEA provided an update on their activities and proposals.

**Report — February 2010 Financial Statements**

Dr. David Bea reviewed the financial statements for the period ending February 28, 2010, and noted the year is
continuing much as planned with an increase in net assets of approximately $8.6 million through the end of the month.

**Information Items**

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**Separations from Employment**

Chairperson Marshall acknowledged the retirements of: Michael Bezusko, Juan Soto and Joan Warfield and wished them well in their future endeavors.

**Student Aide Hires**

**Fiscal Year 2010/11 Changes in Student Fees**

The charges are cost recovery fees that support instructional delivery costs associated with specific courses, tests, or services. The New Fees reflect the addition of new courses that have associated services or consumable supplies costs or courses that have added cost recovery elements to the course delivery.

These items were noted as information items.

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**Action Items**

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**Approval of Minutes**

**Motion No. 6940**


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

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**Consent Agenda**

**Motion No. 6941**


15.1 New Appointments
15.2 Adjunct Faculty Appointments
15.3 Temporary Appointments
15.4 Grant Proposal/Intergovernmental Agreement: Governor's Office of Highway Safety Impaired Drivers and Occupant Protection Program

15.5 Grant Proposal/Sub-recipient Agreement: Los Rios Community College District United States Department of Health and Human Services Region B Community College Consortia to Educate Information Technology Professionals in Health Care

15.6 Teacher Preparation Agreements: Pima County Community College District and Arizona K-12 Schools Teacher-Intern Preparation Program

15.7 Addendum: Carondelet Health Network Associate of Applied Science Degree in Nursing Program

15.8 Addendum: Tucson Medical Center Associate of Applied Science Degree in Nursing Program


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

15.11 Contract: Moving Services

15.12 Contract: Northeast Learning Center Lease

15.13 Contract: Food Service Management

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

Definition of Fall Enrollment

Motion No. 6942

Marty Cortez – M, Brenda Even – S, to adopt the following as the official College definition of Fall Enrollment: Fall enrollment is the unduplicated count of students who are: (1) enrolled as of add-drop in courses between the college-defined start and end dates of the fall semester; (2) enrolled in courses in the full academic year term that have an add-drop date between August 1 and December 31; (3) enrolled in an open entry-open exit course between August 1 and December 31.

Vote: All Board members present voted “aye” by voice vote. None were opposed. Motion carried.
Motions to Approve
Target Corporation Foreign Trade Zone Application
PASSES

Target Corporation Foreign Trade Zone Application

Motion No. 6943

Marty Cortez – M, Brenda Even – S, to authorize an agreement with Target Corporation specifying that the College will support the Target Corporation Foreign Trade Zone sub-zone application in exchange for Target Corporation compensating the College for the loss in property tax revenues due to the Foreign Trade Zone sub-zone designation.

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

Contract: Employee Medical Benefits

Motion No. 6944

Marty Cortez – M, Brenda Even – S, to approve: 1) A one year contract renewal for group health insurance with CIGNA based on the negotiated rates for the period July 1, 2010 through June 30, 2011. This contract is valued at approximately $6.6 million dollars. 2) The College’s Fiscal Year 2011 medical and pharmacy benefit premium contribution structure based on the Board’s March 2, 2010 direction.

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

Contract: Employee Dental Plans

Motion No. 6945

Marty Cortez – M, Brenda Even – S, to accept a new prepaid dental benefits contract with Employers Dental Services, and a new preferred provider dental benefit contract with United Concordia Companies, Inc. for the period July 1, 2010 through June 30, 2011. The annual premium for Employer Dental Services will be approximately $108,000 and the annual premium will be approximately $306,000 for United Concordia. The College-paid cost is projected to be no more than $133,800 with the remainder funded by employee payroll deductions.
Motions to Approve Contract: Pharmacy Benefit Plan Manager
PASSES

Motions to Approve Contract: Life Insurance Coverage
PASSES

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

Contract: Pharmacy Benefit Plan Manager

Motion No. 6946

Marty Cortez – M, Brenda Even – S, to approve a contract with Medco Health Solutions (Medco) to provide pharmacy benefit management for the College’s self-funded insurance program.

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

Contract: Basic and Optional Life Insurance Coverage for Employees

Motion No. 6947

Marty Cortez – M, Brenda Even – S, to approve a contract with Minnesota Life Insurance Company for employee basic and optional life insurance coverage for the period July 1, 2010 through June 30, 2011. The College cost is projected to be approximately $232,000 with a potential total contract value of $377,000, including optional coverage funded through employee deductions.

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

2010-11 Tuition

Dr. David Bea gave a brief presentation on the proposed increase in tuition for Fiscal Year 2010-11. The increase would include a $2.00 increase in tuition, a 50-cent increase in the Student Services fee, and a $2 Information Technology fee, which remains unchanged.
Motions to Approve 2010-11 Tuition
PASSES

Motion No. 6948
Marty Cortez – M, Brenda Even – S, to approve an increase to in-state tuition and recommends that out-of-state tuition rates also be increased proportionate to the in-state tuition increase rate, rounded to the nearest whole dollar amount. Additionally, the Chancellor recommends that the student services fee be increased to offset Athletics equipment replacement costs.

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

Capital Budget Plan for Fiscal Years 2011 and 2012

Motion No. 6949
Marty Cortez – M, Brenda Even – S, to approve the attached list of capital projects for fiscal years 2011 and 2012. In total, the budget includes $33.1 million for projects in fiscal year 2011 and $8.7 million in fiscal year 2012.

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

Adjournment
The meeting adjourned at 9:15 p.m.

Secretary

Date
Pima County Community College District
4905 C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Governing Board Agenda

Item Title

Consent Agenda

Contact Person

Chancellor's Office
(206-4747)

Meeting Date: 5/12/10

Item Number: 14

Recommendation:

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

14.1 New Appointments
14.2 Administrative Appointments
14.3 Adjunct Faculty Appointments
14.4 Temporary Appointments
14.5 2011-2012 Academic Calendar
14.6 Memorandum of Understanding: United States Air Force, Davis-Monthan Air Force Base Educational Program
14.7 Agreement: Rural Metro Corporation
14.8 Contract: ISS Facility Services
14.9 Contract: Waxie Sanitary Supplies
14.10 Contract: Short Term Disability Insurance
14.11 Contract: International Students Health Insurance
14.12 Contract: New Horizons

Approval

Chancellor: [Signature]
Dr. Roy Flores
**ACTION ITEM**

**Meeting Date:** 5/12/10  
**Item Number:** 14.1

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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| New Appointments    | Lynne Wakefield, Assistant  
                      | Vice Chancellor for Human Resources (206-4624)                     |

**Recommendation:**

The Chancellor recommends that the Board of Governors approve this new appointment.

**Justification:**

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**

**Alkema, Trina**  
**Title:** Childcare Specialist  
**Hourly Rate:** $17.66  
**Effective:** 5/17/10  
**Education:** Bachelor of Arts, Child Development, California State University Sacramento  
**Experience:** Ms. Alkema served as lead teacher for two years at ASI Children’s Center at California State University and two years at Sacramento City College in the Child Development Center. She also served in the United States Air Force.

**Recruitment Overview:**

An external recruitment was conducted. Twenty two applications were received and reviewed. Nine applicants were invited to interview. The finalists were interviewed by the Assistant Vice Chancellor for Student Development.

**Cowley, Charlene**  
**Title:** Instructor  
**Salary:** $64,796  
**Effective:** 5/13/10  
**Education:** Associate of Applied Science in Nursing, Scottsdale Community College; Bachelor of Science in Nursing, Weber State University; Master of Science in Nursing, Brigham Young University  
**Experience:** Ms. Cowley has been employed as a temporary instructor at Pima Community College since January 2010. She has also been employed since 1995 as a Pediatric Nurse Practitioner at two Level I pediatric hospitals, Primary Children’s (Continued)
Hospital, Salt Lake City, and Phoenix Children’s Hospital in Phoenix. She specialized in children’s pain management. She authored or co-authored seven papers on pediatric pain management in professional, peer-reviewed journals and wrote the script for an educational video on managing pain in children. Ms. Cowley was selected to teach Pediatric Nursing for the Practical Nurse for the Nursing Professions Program. Based on her education and experience, she is qualified for the Nursing instructor position.

Recruitment Overview:
An external recruitment was conducted. Three complete applications were received and reviewed. Three applicants were invited to interview. The finalists were interviewed by the Campus President.

Waggoner, Jacqueline
Instructor
Salary: $64,796 District Office
Effective: 5/17/10 Selected to fill an open position
Education: Bachelor of Science in Nursing, University of Arizona; Master of Science in Nursing, University of Wisconsin-Madison
Experience: Ms. Waggoner has been employed since 1976 as a registered nurse. She has 25 years experience as a clinical and didactic nursing instructor at various universities and colleges, including Chicago State University, Community College of Southern Nevada, Eastern Arizona College, and has previously taught on a part-time basis at Pima Community College. She served eight years as Nursing Act coordinator for the Illinois Department of Professional Regulation, and has most recently has been employed for two years as an associate director for the New Mexico State Board of Nursing.

Recruitment Overview:
An external recruitment was conducted. Three complete applications were received and reviewed. Three applicants were invited to interview. The finalists were interviewed by the Campus President.

Approvals
Contact Person
Lynne Wakefield

Chancellor
Dr. Roy Flores
Governing Board Agenda

Meeting Date: 5/12/10
Item Number: 14.2

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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<tbody>
<tr>
<td>Administrator Appointments</td>
<td>Lynne Wakefield, Assistant Vice Chancellor for Human Resources (206-4624)</td>
</tr>
</tbody>
</table>

Recommendation:

This is a placeholder in the event administrative searches for a Division Dean at Desert Vista, Downtown and West Campuses; a Vice President of Student Development at Desert Vista and Northwest Campuses; and an Assistant Vice Chancellor/Senior Assistant to the Chancellor come to closure and the Chancellor has recommendations for the Board.

Justification:

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.

Approvals

Contact Person: Lynne Wakefield
Chancellor: Dr. Roy Flores
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.

Justification:

On a monthly basis, when new adjunct applicants have completed the application and certification process, their names will be brought forward to the Board for approval prior to beginning employment. Their names are then added to the list of approved adjunct faculty for current and future adjunct assignments subject to continued satisfactory job performance and the needs of the College.

The list contains individual background information and shows the initial academic discipline(s) in which adjunct faculty members are certified and the initial campus where they will teach. Adjuncts may also teach in other disciplines if additional certifications are awarded, or as temporary non-credit instructors in areas for which they are qualified.

Celaya, Anita C.
Discipline(s): Office and Administrative Professions (Occupational)
Salary: $710 per load hour
Education: Bachelor of Science, Business Administration, University of Arizona, Tucson, Arizona
Experience: Ms. Celaya is currently working for Tully Elementary Magnet School, Tucson, Arizona, as a Computer Technology Assistant. She has more than five years experience as a computer teaching assistant and more than fifteen years experience as an Administrative Support Professional.

Engelstad, Alicia M.
Discipline(s): Mathematics (Developmental)
Salary: $710 per load hour
Education: Bachelor of Science, Family Studies and Human Development, University of Arizona, Tucson, Arizona

(Continued)
Experience: Ms. Engelstad previously worked for COPE Community Services, Tucson, Arizona, as a Clinical Liaison. Her teaching experience includes being a private Math Tutor for ages 7-19. She also worked as a Math Tutor for the University of Arizona for two years.

**Hooper, Rosemary**  
Discipline(s): Early Childhood Education (Occupational)  
Salary: $710 per load hour  
Education: Bachelor of Arts, Education, University of Arizona, Tucson, Arizona; Master of Education, Early Childhood Education, Northern Arizona University, Flagstaff, Arizona  
Experience: Ms. Hooper has more than ten years experience in early childhood program design, administration and management. She taught for more than ten years as a preschool teacher in a parent cooperative setting. For the last ten years, she has also taught as adjunct faculty for the Maricopa Community College System and Arizona State University West.

**Hwang, Neil**  
Discipline(s): Mathematics (Developmental)  
Salary: $710 per load hour  
Education: Bachelor of Arts, Mathematics and Quantitative Economics, Weber State University, Ogden, Utah; Master in Public Administration, Harvard University, Cambridge, Massachusetts; Master of Business Administration, Massachusetts Institute of Technology, Cambridge, Massachusetts; Master of Science, Accounting, University of Massachusetts, Boston Massachusetts  
Experience: Mr. Hwang currently works for Ethanol Capital Management, Tucson, Arizona as a Senior Associate. His responsibilities include quantitative modeling, market research, financial analysis and accounting. Mr. Hwang is also currently working as an instructor for the Manhattan Graduate Management Admission Test (GMAT) in New York, teaching business and management courses.

**Hysong, Tracy A.**  
Discipline(s): Clinical Trial Coordinator (Occupational/Workforce)  
Salary: $710 per load hour  
Education: Bachelor of Arts, Biological Sciences, University of Colorado, Boulder, Colorado; Master of Science, Epidemiology, University of Arizona, Tucson, Arizona  
Experience: Ms. Hysong has been a Senior Clinical Research Associate for Oncothyreon for approximately four years. Prior to her current position, she was Manager of Clinical Affairs at ImaRx Therapeutics for two years.

**Knut, Michael T.**  
Discipline(s): Writing (Academic)  
Salary: $710 per load hour  
Education: Bachelor of Arts, English, Madonna University, Orchard Lake, Michigan; Master of Arts, English, Pittsburg State University, Pittsburg, Kansas

(Continued)
Experience: Mr. Knust worked as adjunct faculty teaching composition for the University of Akron in Akron, Ohio for more than nine years. He also taught English and composition abroad at several universities in China.

Martinez, Miguel
Discipline(s): Spanish (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Spanish, Arizona State University, Tempe, Arizona; Master of Arts, Spanish, University of Salamanca, Salamanca, Spain
Experience: Mr. Martinez teaches Spanish at Green Fields Country Day School in Tucson. He has taught Spanish courses at the community college level and has been a Spanish Medical Interpreter in Scottsdale, Arizona.

Newhouse, Larry D.
Discipline(s): Computer Software Application (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Biological Science, Ohio State University, Columbus, Ohio
Experience: Mr. Newhouse has been working for the Arizona Department of Transportation as a Training Officer since 2003. His duties will include teaching a variety of Microsoft Computer Software to ADOT employees.

Panda, Manjula
Discipline(s): Physics, (Academic) Computer Information Systems, Computer Software Application (Occupational/Workforce)
Salary: $710 per load hour
Education: Master of Science, Computer Science and Engineering, Master of Science, Physics, both from University of Texas at Arlington, Arlington, Texas; Master of Philosophy, Physics, Berhampur University, India
Experience: Ms. Panda teaches Middle School Mathematics at Casa Grande Elementary School in Casa Grande, Arizona. She also taught Physics and Computer Science courses at the community college level.

Parker, Michael L.
Discipline(s): Writing, Literature (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts and Master of Arts, English, Northern Arizona University, Flagstaff, Arizona
Experience: Mr. Parker worked as a Graduate Teaching Assistant from Fall 2001 to Spring 2009, where he taught courses in English composition and literature at the University of Arizona, Tucson, Arizona. He also taught English composition courses for two years as a Graduate Teaching Assistant at Northern Arizona University, Flagstaff, Arizona.

(Continued)
Sturgeon, J.D., Jill A.
Discipline(s): Writing (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English, Brigham Young University, Laie, Hawaii; Master of Arts, English and Literature, Wright State University, Dayton, Ohio; Juris Doctor, University of Arizona, Tucson, Arizona
Experience: Ms. Sturgeon worked as a teaching assistant at Wright State University, Dayton, Ohio, teaching composition courses.

Thalasitis, Deborah A.
Discipline(s): Political Science (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Political Science; Master of Arts, Political Science, University of Florida, Gainesville, Florida
Experience: Ms. Thalasitis currently works as the Assistant Town Manager for the Town of Marana, Arizona. She also worked as the Senior Policy Analyst for the King County Office of Management and Budget in Seattle, Washington. She does not have formal teaching experience.

Thweatt, PhD., Tatyana
Discipline(s): Speech (Academic)
Salary: $710 per load hour
Education: Master of Science, Educational Administration, North Dakota State University, Fargo, North Dakota; Doctor of Philosophy, Communication, North Dakota State University, Fargo, North Dakota
Experience: Dr. Thweatt has been teaching Intercultural Communication courses for the University of Phoenix, Phoenix, Arizona. Prior to working as a faculty member, she was the Director of the Office for Language and Cultural Competence at Virginia Commonwealth University, Richmond, Virginia.

Approvals
Contact Person

Lynne Wakefield

Chancellor

Dr. Roy Flores
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.

Cuellar, Alma  Instructor  NW
Hourly Rate:  $20.53
Education:  Associate of Sciences, Computer Information Systems, Associate of Arts, General Studies, Pima Community College; Bachelor of Arts, Psychology, Family Studies, University of Arizona; Master of Education, Educational Leadership, Northern Arizona University
Experience:  Ms. Cuellar has more than nine years of experience working in collegiate financial aid and student services. As a Senior Financial Aide Counselor, she developed curriculum and organized financial aid workshops for new student outreach programs. She is recommended for this position in the College Readiness Program based on her education and experience.
Temporary Appointments

Cooper, Michael
Tutor I
DC
Hourly Rate: $7.25
Education: Coursework, Pima Community College
Experience: Mr. Cooper has worked as a private tutor in math and writing and has spent four years as a freelance web developer. Based on his experience, he is recommended as Tutor I in mathematics.

Counseller, Barbara
Lab Assistant
WC
Hourly Rate: $12.39
Education: Coursework, Pima Community College
Experience: Ms. Counseller is currently a student at the College studying digital arts. Based on her education and experience in various software programs, including Photoshop and In-Design, she is recommended for the position of Lab Assistant in the Digital Arts area.

Cupp, Rachael
Student Aide
WC
Hourly Rate: $7.25
Education: Bachelor of Fine Arts, Media Arts, University of Arizona; Associate of Arts, Pima Community College; Coursework, Pima Community College
Experience: While attending the University of Arizona, Ms. Cupp worked as a preceptor in the film department, as well as a film director and producer. Based on education and writing and work experience, she is recommended as a student aide at the Pima Writers’ Workshop.

Daglio, Brent
Workforce Trainer
CC
Hourly Rate: $20.00
Education: Associate of Arts, General Education, Central Arizona College; Bachelor of Arts Elementary Education, University of Arizona
Experience: Mr. Daglio has been a first grade teacher at Keeling Elementary School for eight years, holding an Arizona Teaching Certificate. Prior to teaching, he was in the United States Navy for two years (1991-1993). Mr. Daglio is recommended for the Pima for Kids Summer Camp Program.

Drury, Diane Cash
Workforce Trainer
CC
Hourly Rate: $20.00
Education: Bachelor of Science, Education, Northern Arizona University; Master of Science, Educational Leadership, Northern Arizona University
Experience: Ms. Drury has ten years experience in education. She is an 8th grade Language Arts teacher for Mansfield Middle School in Tucson. In the past, she has served as principal of Ray Borane Middle School and Language Arts teacher for Sunnyside School District. Ms. Drury is recommended to work with children in the summer Pima for Kids Program sharing her expertise in a variety of educational arenas.

Faucett, Thomas
Business Systems Principal Analyst
DO
Hourly Rate: $28.69
Education: Bachelor of Science, Finance (Comprehensive), Missouri State University
Experience: For more than twelve years, Mr. Faucett worked as Computer Specialist for the Federal Deposit Insurance Corporation, Resolution Trust Corporation,

(Continued)
Washington, D.C. (1990-2002). He also worked for Human Resources at Pima Community College as a Business Systems Principal Analyst (2003-2010). He also worked at Commerce Trust Company in Kansas City, Missouri (1963-64) and was an officer in the United States Air Force. He is recommended for this position based on his experience and education.

Green, Antonio  
Lab Assistant  
EC/NEC
Hourly Rate: $12.71
Education: Associate of General Education, Pima Community College; Coursework, Emergency Medical Technician-Basic, Pima Community College; Coursework, Emergency Medical Technician-Paramedic, University of Arizona
Experience: Mr. Green has 25 years of experience working in the emergency medical service. He is a State-certified Emergency Medical Technician (EMT). He has been a Firefighter with Raytheon Missile Systems since 1985 and has been a Paramedic Firefighter with the same company since 1997. Additionally, Mr. Green served as a Firefighter with the Arizona Air National Guard and is currently serving as a Medical Technician with the Air Force Reserves. Mr. Green was referred by EMT Adjunct Faculty. Based on education and experience, he is recommended for the position of Lab Assistant.

Hernandez, Rogelio  
Instructor  
DV
Hourly Rate: $20.53
Education: Bachelor of Science in Secondary Education, Master of Education in Counseling, Northern Arizona University
Experience: Mr. Hernandez is currently working as a guidance counselor at Pueblo High School. He has more than six years experience as a high school Spanish Teacher and holds an Arizona Secondary School Teaching Certificate with a Structured English Immersion Endorsement. He was also a Spanish tutor while attending Northern Arizona University. Based on education and experience, he is recommended as an instructor for Spanish.

Howard, John F.  
Lab Assistant  
CC
Hourly Rate: $12.39
Education: Coursework, Pima Community College
Experience: Mr. Howard has worked as a student worker at the West Campus in the Science, Technology and Math department for three years. Mr. Howard has experience supporting technology lab classes provided the Pima County One Stop under contract training arrangements. He is recommended as Lab Assistant to perform duties for classes in the Workforce and Business Development at the Community Campus, in collaboration with the West Campus.

Hymer-Thompson, Karen  
Lab Technician  
WC
Hourly Rate: $14.68
Education: Bachelor of Fine Arts, School Of The Museum of Fine Arts-Boston, Tufts University; Master of Fine Arts, Concentration in Photography, Master of Arts, History of Photography, University Of New Mexico
Experience: Ms. Hymer-Thompson has worked in the Pima Community College photography area as Adjunct Faculty since 1993 and has knowledge of the equipment and

(Continued)
procedures in the College’s photography laboratory. Based on her education and experience, Ms. Hymer-Thompson is recommended for this position.

Lane, Kevin  
Workforce Trainer  
CC  
Hourly Rate: $23.00  
Education: Bachelor of Arts in Linguistics, Master of Public Administration, University of Arizona; Coursework, Northern Arizona University  
Experience: Mr. Lane worked for the Tucson Police Department (1984-2009), retiring as a Police Lieutenant. He is certified by Arizona Peace Officer Standards and Training Board as a General Instructor. Mr. Lane is recommended as an instructor teaching for the Law Enforcement Academy.

Linhart, Ruth  
Workforce Trainer  
CC  
Hourly Rate: $20.00  
Education: Associate of Arts, Education, Pima Community College; Bachelor of Science, Elementary Education, University of Phoenix  
Experience: Ms. Linhart has ten years of experience teaching second grade at Southgate Academy in Tucson. In addition to Arizona “Highly Qualified” teacher certification, she has completed numerous professional trainings including: Special Education, General Curriculum, and The Spalding Method for writing and spelling instruction. As part of the Continuing Education Pima for Kids program, Ms. Linhart will provide training in reading skills.

Little, James  
Instructor  
NW  
Hourly Rate: $20.53  
Education: Bachelor of Science, Physics, Minor in Astrophysics, Bachelor of Science, Mathematics, New Mexico Institute of Mining and Technology, Socorro, New Mexico; Master of Science, Physics, Doctor of Philosophy, Physics, University of Arizona  
Experience: Mr. Little has more than three years as a middle and high school science and math teacher. He also held a position with the University of Arizona/Pima Summer Bridge Program as a mentor. Based on his education and experience, he is recommended as an instructor teaching Physics.

Lopez, Lorenzo  
Instructor  
NW  
Hourly Rate: $20.53  
Education: Bachelor of Arts, Education, Social Studies, University of Arizona  
Experience: Mr. Lopez has ten years of experience with the Tucson Unified School District (TUSD) as a high school Social Studies teacher specializing in Social Justice Education and Mexican-American History and Chicano Cultural Studies. He has developed curriculum for the TUSD Mexican-American Studies Department Summer Institute and has also worked as a team leader, counseling and instructing mentors for at-risk youth. Mr. Lopez has academic and communication skills applicable to the job that qualifies him to teach History and Culture for Upward Bound.

(Continued)
Pesce Sr., Joel
Workforce Trainer
CC
Hourly Rate: $23.00
Education: Basic Certificate in Law Enforcement, Pima Community College, Certificate in Law Enforcement, Okaloosa-Walton Community College
Experience: Mr. Pesce, currently retired, worked as a detective with the Pima County Sheriff’s Department (1998-2008). He is certified by the Arizona Peace Officer Standards and Training Board as a Firearms and General Instructor. Mr. Pesce is recommended to work as an instructor teaching for the Law Enforcement Academy.

Rojas-Toto, Melinda
Child Care Assistant
DO
Hourly Rate: $12.71
Education: Bachelor of Arts, Prescott College
Experience: Ms. Rojas-Toto has three years working in public elementary schools as a teacher and special education specialist. Based on her education and experience teaching children, she is recommended as a substitute Child Care Assistant.

Roper, Michael A.
Student Aide
WC
Hourly Rate: $7.25
Education: Coursework, Pima Community College
Experience: Mr. Roper has worked as lab aide in the Digital Arts Video and Film Lab for a year and a half. He is familiar with all the equipment and software and is well-versed in the procedures. Based on his experience with equipment check-out and equipment repair and maintenance, he is recommended for this position.

Scott, Shyleigh
Child Care Assistant
DO
Hourly Rate: $12.71
Education: Coursework, Pima Community College
Experience: Ms. Scott has more than six years working as an Early Childhood Education teacher. Based on her experience working as a teacher, planning curriculum and events, and assessing children's development, she is recommended as a substitute Child Care Assistant.

Sosa, Bianca
Tutor II
DV
Hourly Rate: $8.25
Education: Coursework, Pima Community College
Experience: Ms. Sosa has worked in the Desert Vista Upward Bound office during this academic school year as a federal work study student. Her experience entering staff, instructor and tutor contacts into the database system, and demonstration of organizational skills and time management, qualifies her as a tutor.

Thompson, Richard
Student Aide
WC
Hourly Rate: $7.25
Education: Coursework, Pima Community College
Experience: Mr. Thompson was a volunteer assistant at a Pima Community College creative writing weekend workshop in 2010. Based on his volunteer and work

(Continued)
experiences, he is recommended to work as a student aide at the Pima College Writers’ Workshop.

**Trujillo, Randy Sue**  
**Workforce Trainer**  
**CC**

**Hourly Rate:** $20.00

**Education:** Bachelor of Fine Arts, Visual Arts, Barry University, Miami Shores Florida; Master of Science, Art Education, Florida International University

**Experience:** Ms. Trujillo is currently teaching art and yoga at Sunnyside High School. She also taught art at Chaparral Middle School for 15 years and Apollo Middle School (both in the Tucson area) for one year. Ms. Trujillo has her Community College Teaching Certification as adjunct faculty in art instruction for Pima Community College. She will be involved in Art Education as part of the summer Pima for Kids camp program.

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**Approvals**

**Contact Person**

![Signature]

Lynne Wakefield

**Chancellor**

![Signature]

Dr. Roy Flores
Governing Board Agenda

Item Title: 2011-2012 Academic Calendar

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

Recommendation:

The Chancellor recommends that the Board of Governors accept the proposed 2011-2012 Academic Calendar. The calendar may be subject to revision if necessary.

Justification:

Beginning with the 1999 – 2001 academic years, the College has published a two year academic calendar. It has been carefully constructed to maintain an equitable number of days of instruction among the various terms at the College. The calendar also includes add/drop, withdrawal and refund dates, as well as identification of the 45th day for the spring and fall terms of each year. It was recommended during the 2005-2006 academic year that the College publish a two year rolling calendar by adding a new academic year to the existing calendar each year. The 2011-2012 calendar has been reviewed by the Pima Community College Faculty Senate, PCCEA and approved by the Academic Calendar Standing Committee and Chancellor’s Cabinet.

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

College Plan Initiative:

The two-year rolling calendar supports the 2008-2011 College Plan Initiative 7: Strengthen Administrative Operations.

Financial Considerations:

None.

Approvals

Contact Person: Dr. Suzanne Miles

Chancellor: Dr. Roy Flores
2011-2012 Academic Calendar

**Fall 2011**

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inst. Faculty Accountability Days Begin</td>
<td>Wed. Aug. 17</td>
</tr>
<tr>
<td>ALL COLLEGE DAY (College Closed)</td>
<td>Fri. Aug. 19 (closed until 1:00pm)</td>
</tr>
<tr>
<td>Holidays and Breaks</td>
<td></td>
</tr>
<tr>
<td>Labor Day Holiday (College Closed)</td>
<td>Mon. Sep. 5</td>
</tr>
<tr>
<td>Veterans Day Holiday (College Closed)</td>
<td>Fri. Nov. 11</td>
</tr>
<tr>
<td>Thanksgiving Holiday (College Closed)</td>
<td>Thu. Nov. 24 - Sun. Nov. 27</td>
</tr>
<tr>
<td>College Offices Closed</td>
<td>Fri. Dec. 23 (.closed at noon) - Mon. Jan. 2</td>
</tr>
<tr>
<td>Early Registration Payment Deadline</td>
<td>Fri. Aug. 12</td>
</tr>
</tbody>
</table>

| 16 Week Traditional Semester |
| Classes Begin | Wed. Aug. 24 |
| Add Period | Wed. Aug. 24 - Tue. Aug. 30 |
| Drop/Refund/Audit Deadline | Tue. Sep. 6 |
| Student Withdrawal Deadline | Wed. Nov. 9 |
| Final Exam Week | Mon. Dec. 12 - Sun. Dec. 18 |
| End of Traditional Semester | Sun. Dec. 18 |
| Final Grades Due | Thu. Dec. 22 |

| 1st 8 Week Session |
| 1st 8 week session begins | Wed. Aug. 24 |
| Add/Drop/Refund/Audit Deadline | Tue. Aug. 30 |
| Student Withdrawal Deadline | Fri. Sep. 30 |
| 1st 8 week session ends | Wed. Oct. 19 |
| 1st 8 week Final Grade Due | Tue. Oct. 25 |

| 2nd 8 Week Session |
| 2nd 8 week session begins | Thu. Oct. 20 |
| Add/Drop/Refund/Audit Deadline | Wed. Oct. 26 |
| Student Withdrawal Deadline | Nov. Nov. 28 |
| 2nd 8 week session ends | Sun. Dec. 18 |
| 2nd 8 week Final Grade Due | Thu. Dec. 22 |

| 1st 5 Week Session |
| 1st 5 week session begins | Wed. Aug. 24 |
| Add Deadline | Thu. Aug. 25 |
| Drop/Refund/Audit Deadline | Mon. Aug. 29 |
| Student Withdrawal Deadline | Fri. Sep. 16 |
| 1st 5 week session ends | Wed. Sep. 28 |
| 1st 5 weeks Final Grades due | Tue. Oct. 4 |

| 2nd 5 Week Session |
| 2nd 5 week session begins | Thu. Sep. 29 |
| Add Deadline | Fri. Sep. 30 |
| Drop/Refund/Audit Deadline | Mon. Oct. 3 |
| Student Withdrawal Deadline | Fri. Oct. 21 |
| 2nd 5 week session ends | Wed. Nov. 2 |
| 2nd 5 weeks Final Grades due | Tue. Nov. 8 |

| 3rd 5 Week Session |
| 3rd 5 week session begins | Thu. Nov. 3 |
| Add Deadline | Fri. Nov. 4 |
| Drop/Refund/Audit Deadline | Mon. Nov. 7 |
| Student Withdrawal Deadline | Tue. Nov. 29 |
| 3rd 5 week session ends | Mon. Dec. 12 |
| 3rd 5 weeks Final Grades due | Thu. Dec. 22 |

| 14 Week 'Late Start' Term |
| 14 Week 'Late Start' Term begins | Thu. Sep. 8 |
| Add/Drop/Refund/Audit Deadline | Wed. Sep. 14 |
| Student Withdrawal Deadline | Mon. Nov. 14 |
| 14 week 'Late Start' session ends | Sun. Dec. 18 |
| 14 week 'Late Start' Final Grade Due | Thu. Dec. 22 |

| 45th Day Census | Fri. Oct. 7 |
| Fall Graduation Application Deadline | Fri. Oct. 14 |
| Spring Registration Begins | Mon. Nov. 7 |
| Spring Financial Aid Priority Deadline | Tue. Nov. 15 |
| Faculty Accountability Days End | Fri. Dec. 16 |

| Winter Intersession 2011-2012 |
| Classes Begin | Mon. Dec. 19 |
| Add Deadline | Mon. Dec. 19 |
| Drop/Refund/Audit Deadline | Tue. Dec. 20 |
| Student Withdrawal Deadline | Tue. Jan. 3 |

| No Classes |

| Classes End |
| Sat. Dec. 31 - Mon. Jan. 2 |
| Final Grades Due |
| Thu. Jan. 12 |

Refer students to "MyPima" MySchedule channel for specific course drop/refund/withdrawal deadlines.
**Spring 2012**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Inst. Faculty Accountability Days Begin</td>
<td>Mon. Jan. 9</td>
</tr>
<tr>
<td>College Offices Re-open</td>
<td>Tue. Jan. 3</td>
</tr>
<tr>
<td>All Faculty Day</td>
<td>Wed. Jan. 11</td>
</tr>
<tr>
<td>Holidays and Breaks</td>
<td></td>
</tr>
<tr>
<td>MLK, Jr. Holiday (College Closed)</td>
<td>Mon. Jan. 16</td>
</tr>
<tr>
<td>Rodeo Holiday (College Closed)</td>
<td>Thu. Feb. 23 - Fri. Feb. 24</td>
</tr>
<tr>
<td>Spring Break (No classes)</td>
<td>Mon. Mar. 12 - Sun. Mar. 18</td>
</tr>
<tr>
<td>(College offices open Mon - Fri 8:00am - 5:00pm)</td>
<td></td>
</tr>
<tr>
<td>Early Registration Payment Deadline</td>
<td>Fri. Jan. 6</td>
</tr>
<tr>
<td><strong>16 Week Traditional Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Classes Begin</td>
<td>Tue. Jan. 17</td>
</tr>
<tr>
<td>Add Period</td>
<td>Mon. Jan. 23</td>
</tr>
<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Mon. Jan. 30</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Thu. Apr. 5</td>
</tr>
<tr>
<td>Final Exam Week</td>
<td>Wed. May 9 - Tue. May 15</td>
</tr>
<tr>
<td>End of Traditional Semester</td>
<td>Tue. May 15</td>
</tr>
<tr>
<td>1st 8 Week Session</td>
<td></td>
</tr>
<tr>
<td>1st 8 week session begins</td>
<td>Tue. Jan. 17</td>
</tr>
<tr>
<td>Add/Drop/Refund/Audit Deadline</td>
<td>Mon. Jan. 23</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Wed. Feb. 22</td>
</tr>
<tr>
<td>1st 8 week session ends</td>
<td>Sun. Mar. 11</td>
</tr>
<tr>
<td>1st 8 week Final Grade Due</td>
<td>Thu. Mar. 22</td>
</tr>
<tr>
<td><strong>2nd 8 Week Session</strong></td>
<td></td>
</tr>
<tr>
<td>2nd 8 week session begins</td>
<td>Mon. Mar. 19</td>
</tr>
<tr>
<td>Add/Drop/Refund/Audit Deadline</td>
<td>Mon. Mar. 26</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Thu. Apr. 26</td>
</tr>
<tr>
<td>2nd 8 week session ends</td>
<td>Sun. May 13</td>
</tr>
<tr>
<td>2nd 8 week Final Grade Due</td>
<td>Thu. Mar. 22</td>
</tr>
<tr>
<td><strong>1st 5 Week Session</strong></td>
<td></td>
</tr>
<tr>
<td>1st 5 week session begins</td>
<td>Tue. Jan. 17</td>
</tr>
<tr>
<td>Add Deadline</td>
<td>Wed. Jan. 18</td>
</tr>
<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Fri. Jan. 20</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Wed. Feb. 8</td>
</tr>
<tr>
<td>1st 5 week session ends</td>
<td>Mon. Feb. 20</td>
</tr>
<tr>
<td>1st 5 weeks Final Grades due</td>
<td>Tue. Feb. 28</td>
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**2nd 5 Week Session**

<table>
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<tr>
<th>Event</th>
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<tbody>
<tr>
<td>2nd 5 week session begins</td>
<td>Mon. Feb. 27</td>
</tr>
<tr>
<td>Add Deadline</td>
<td>Tue. Feb. 28</td>
</tr>
<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Thu. Mar. 1</td>
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<tr>
<td>Student Withdrawal Deadline</td>
<td>Mon. Mar. 26</td>
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<tr>
<td>2nd 5 week session ends</td>
<td>Sun. Apr. 8</td>
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<tr>
<td>2nd 5 weeks Final Grades due</td>
<td>Thu. Apr. 12</td>
</tr>
<tr>
<td><strong>3rd 5 Week Session</strong></td>
<td></td>
</tr>
<tr>
<td>3rd 5 week session begins</td>
<td>Mon. Apr. 9</td>
</tr>
<tr>
<td>Add Deadline</td>
<td>Tue. Apr. 10</td>
</tr>
<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Thu. Apr. 12</td>
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<tr>
<td>Student Withdrawal Deadline</td>
<td>Tue. May. 1</td>
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<tr>
<td>3rd 5 week session ends</td>
<td>Sun. May 13</td>
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<tr>
<td>3rd 5 weeks Final Grades due</td>
<td>Mon. May 21</td>
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**14 Week 'Late Start' Term**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>14 Week 'Late Start' Term begins</td>
<td>Tue. Jan. 31</td>
</tr>
<tr>
<td>Add/Drop/Refund/Audit Deadline</td>
<td>Mon. Feb. 6</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Tue. Apr. 10</td>
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<tr>
<td>14 week 'Late Start' session ends</td>
<td>Tue. May 15</td>
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<tr>
<td>14 week 'Late Start' Final Grade Due</td>
<td>Mon. May 21</td>
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**45th Day Census**

<table>
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<tr>
<th>Event</th>
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<tbody>
<tr>
<td>45th Day Census</td>
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**Spring Graduation Application Deadline**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Spring Graduation Application Deadline</td>
<td>Wed. Feb. 22</td>
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**Summer Registration Begins**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Summer Registration Begins</td>
<td>Mon. Mar. 12</td>
</tr>
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**Fall Registration Begins**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Registration Begins</td>
<td>Mon. Apr. 2</td>
</tr>
<tr>
<td>Fall Financial Aid Priority Deadline</td>
<td>Sat. Jul. 1</td>
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**Graduation**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduation</td>
<td>Thu. May 17</td>
</tr>
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</table>

**Faculty Accountability Days End**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty Accountability Days End</td>
<td>Tue. May 15 *</td>
</tr>
</tbody>
</table>

*Note: Graduation is a Faculty Day of Accountability*

Refer students to "MyPima" MySchedule channel for specific course drop/refund/withdrawal deadlines
Holidays and Breaks

Memorial Day (college Closed) Mon. May 28
Independence Day (College Closed) Wed. Jul. 4

Early Registration Payment Deadline Fri. May 18

Session A

Classes Begin Tue. May 29
Add Deadline Wed. May 30
Drop/Refund/Audit Deadline Fri. Jun. 1
Student Withdrawal Deadline Wed. Jun. 20
Classes End Mon. Jul. 2
Session A Final Grades Due Mon. Jul. 9

Session B

Classes Begin Mon. Jul. 9
Add Deadline Tue. Jul. 10
Drop/Refund/Audit Deadline Thu. Jul. 12
Student Withdrawal Deadline Tue. Jul. 31
Classes End Sun. Aug. 12
Session B Final Grades Due Thu. Aug. 16

Session C

Classes Begin (8 week Session) Tue. May 29
Add/Drop/Refund/Audit Deadline Mon. Jun. 4
Std. Withdrawal Deadline (8 week session) Fri. Jul. 6
End of Classes (8 week Session) Wed. Jul. 25
8 Week Final Grades Due Mon. Jul. 30

Classes Begin (10 week Session) Tue. May 29
Add/Drop/Refund/Audit Deadline Mon. Jun. 4
Std. Withdrawal Deadline (10 week session) Mon. Jul. 16
End of Classes (10 week Session) Wed. Aug. 8
10 Week Final Grades Due Mon. Aug. 13

Summer Graduation App Deadline Fri. Jun. 29

Refer students to "MyPima" MySchedule channel for specific course drop/refund/withdrawal deadlines
The Chancellor recommends the Board of Governors approve the renewal of a five-year Memorandum of Understanding (MOU) with the United States Air Force, Davis Mo nthan Air Force Base, to provide educational programming and services supporting student completion of Associate of Liberal Arts (AGEC-A), Associate of Business (AGEC-B), Associate of Science (AGEC-S) and Associate of General Studies degrees, effective July 1, 2010 through June 30, 2015.

Justification:

Pima Community College Community Campus has provided instructional programs and education services at the Davis Mo nthan Air Force Base since 1981. Approximately 3500 students are served annually at this education center. While the center’s primary purpose is to serve military personnel and their families, any U.S. or naturalized citizen enrolled at Pima Community College may attend classes at Davis Mo nthan.

Educational services offered at Davis Mo nthan include: admission, registration, assessment, orientation, advising, financial aid and military tuition assistance, CLEP and DANTES testing. Instructional classes are offered to permit students to complete the following degrees: Associate of Liberal Arts (AGEC-A), Associate of Business (AGEC-B), Associate of Science (AGEC-S) and Associate of General Studies. Class size is a minimum of 15 students and a maximum of 42 students, unless otherwise agreed to by both parties. Courses are offered in the following formats and time periods: eight-week, hybrid (face-to-face combined with online components), accelerated, self paced, evenings and weekends.

Additionally, the MOU permits the College to offer contract training services as requested by Davis Mo nthan in specific disciplines. Most recently, contracted classes have included training in EMT - Paramedicine, Child Care Professional Training, Microsoft Office Suite, and Employee Readiness Training.

The College has evaluated the risks associated with the proposed activities and has determined they do not present an undue liability.
Memorandum of Understanding: United States Air Force,  
Davis Monthan Air Force Base Educational Program

Date: 5/12/10

Page 2

College Plan Initiative:

This program supports the 2008-2011 College Plan Initiative 1, Strategy 1.3 Develop and enhance effective educational and business partnerships to increase learning opportunities for students; Initiative 4, Strategy 4.1 Expand College access and outreach and Strategy 4.2 Expand and develop community connections; and, Initiative 5, Strategy 5.4 Develop external partnerships.

Financial Considerations:

Davis Monthan Air Force Base provides all facilities, including classrooms, library, two computer labs, a science laboratory, and office space for College staff. The College general operating fund supports the educational programs and services. Currently there are three full time and three part time staff members, along with approximately 50 faculty and adjuncts teaching at this location. Students (through self pay, financial aid, or military financial assistance) pay standard tuition and fees to Pima Community College. Contracted course prices are negotiated to recover all expenses.

Approvals

Contact Person

Dr. Sylvia Lee

Chancellor

Dr. Roy Flores
The Chancellor recommends that the Board of Governors approve an Agreement with Rural Metro Corporation to allow leveraging resources to provide credit courses by mutual agreement. Addendum 1 includes fire science, emergency medical technology (EMT 100 and EMT 159 only) and/or support courses for the credential program in those areas as well as professional development. Other addenda may follow as needed. This agreement is effective from July 1, 2010 through June 30, 2015.

Justification:

Pima Community College has been providing educational programs operated by the Community Campus Public Safety and Emergency Services Institute (PSESI) with partner agencies. The College seeks to renew the Agreement with Rural Metro Corporation. The previously approved Agreement consisted of a general base contract with addenda to participate in partnership programs. This umbrella format has provided increased flexibility and responsiveness so the College may develop and deliver educational classes to Rural Metro Corporation.

This Agreement renewal will continue to allow leveraging resources to provide credit courses mutually agreed upon by the College and the agency. Classes will be offered either in an academy format, which will consist of a series of courses designed to enable a cohort of students to obtain necessary certifications or credentials, or on an individual basis as requested by the agency.

The College has evaluated the risks associated with the proposed activities and has determined they do not present an undue liability. The base umbrella Agreement has been reviewed by Community Campus and District Office personnel and has been approved as to form by College legal counsel.

The Agreement has a partnership Addendum 1 delineating each party's responsibilities in the partnership arrangement where the College and the agency contribute resources of substantially equivalent value to the programs.
College Plan Initiative:

Entering into this Agreement supports the College Plan 2008-2011 Initiative 1, Strategy 1.3 Develop and enhance effective educational and business partnerships to increase learning opportunities for students.

Financial Considerations:

Addendum 1

The College will invoice the agency for tuition and fees, and the agency will invoice the College for its cost of instruction up to but not to exceed the total tuition and fee amount. As new programs are developed and incorporated into the Agreement through addenda, financial considerations specific to these programs will be specified in the addenda.

Approvals

Contact Person __________________________
Dr. Sylvia Lee

Chancellor __________________________
Dr. Roy Flores
# ACTION ITEM

**Governing Board Agenda**

Meeting Date: 5/12/10  
Item Number: 14.8

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract: ISS Facility Services</td>
<td>Dr. David Bea</td>
</tr>
<tr>
<td></td>
<td>Executive Vice Chancellor for Finance and Administration</td>
</tr>
<tr>
<td></td>
<td>(206-4519)</td>
</tr>
</tbody>
</table>

**Recommendation:**

The Chancellor recommends that the Board of Governors approve renewal of a service contract with ISS Facility Services to provide custodial services for July 1, 2010 through June 30, 2011. The contract is estimated at $1,500,000 for the year.

**Justification:**

The College has contracted with ISS Facilities Services since 2007. The services provided by ISS include day porters for District Office and campuses, as well as routine and seasonal cleaning throughout the District. Specialized and emergency cleaning is provided as needed.

**College Plan Initiative:**

Initiative 7 – Strengthen administrative operations.  
Strategy 7.2 – Systematically assess and address College risk and liability.  
Strategy 7.3 – Improve internal operations.

**Financial Considerations:**

The recommended contract will total $1,500,000, including a five percent contingency to cover any increase in square footage or additional services required for emergencies. This represents a four percent increase over estimated costs for the current year.

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**Approvals**

Contact Person  
Dr. David Bea

Chancellor  
Dr. Roy Flores
ACTION ITEM

Governing Board Agenda

Meeting Date: 5/12/10

Item Number: 14.9

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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<tbody>
<tr>
<td>Contract: Waxie Sanitary Supply</td>
<td>Dr. David Bea</td>
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<tr>
<td></td>
<td>Executive Vice Chancellor for Finance and Administration</td>
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<td>(206-4519)</td>
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Recommendation:

The Chancellor recommends that the Board of Governors approve renewal of a purchase order contract with Waxie Sanitary Supply to provide custodial supplies for July 1, 2010 through June 30, 2011. The purchase order contract will be issued for $130,000.

Justification:

The College purchases custodial supplies, including paper products, cleaning solutions and non-capital equipment from Waxie Sanitary Supply. The College utilizes the State of Arizona contract pricing for these supplies.

College Plan Initiative:

Initiative 7 – Strengthen administrative operations.
Strategy 7.2 – Systematically assess and address College risk and liability.
Strategy 7.3 – Improve internal operations.

Financial Considerations:

Costs are incurred when the supplies are purchased. The purchase order for FY 2010-2011 will total $130,000. This represents a four percent increase over estimated costs for the current year.

Approvals

Contact Person

Dr. David Bea

Chancellor

Dr. Roy Floro
Recommendation:

The Chancellor recommends that the Board of Governors approve a new short-term disability insurance contract with Assurant Employee Benefits for the period July 1, 2010 through June 30, 2011. The College’s premium cost is estimated to be approximately $94,000. The contract will be renewable annually at the College’s option for four additional contract years.

Justification:

Pima Community College currently provides an employer paid short-term disability plan for benefit-eligible employees. The weekly benefit amount is equal to 66 2/3 percent of basic weekly earnings, to a maximum benefit of $1,154 per week with a four-month benefit period. Benefits are payable on the 61st day of accident, sickness or pregnancy. Assurant has been the insurance provider since 1998.

The College issued a request for proposals and received two proposals. Assurant is recommended as they fully met the required scope of work. Assurant is proposing a small decrease in the monthly rate, from .16% to .14% per $100 of covered payroll.

The projected premium is based on current covered payroll. The contract will be renewable annually at the College’s option for four additional contract years. Such renewals will be subject to successful negotiations of any modifications in contract terms or price.

College Plan Initiative:

Initiative 7 – Strengthen administrative operations.
Strategy 7.2 – Systematically assess and address College risks and liability.

Financial Considerations:

The contract is estimated to be approximately $94,000, which is a decrease of $13,000.

(Continued)
Contract: Short Term Disability Insurance

Date: 5/12/10
Page 2

Approvals

Contact Person: Dr. David Bea

Chancellor: Dr. Roy Flores
Recommendation:

The Chancellor recommends the Board of Governors approve the purchase of international student health insurance through The Lewer Agency for the policy year July 1, 2010 through June 30, 2011. The College projects, based on current enrollments, the total contract value will be $204,000.

Justification:

The College requires international students attending Pima on F1 visas to provide proof of resources sufficient to cover expected medical expenses while living in the United States. The College provides access to insurance coverage for those students who do not have other resources or insurance and wish to participate in the College's plan. Students who choose to participate pay the entire cost of coverage.

The College implemented this program in 1996 with continued annual contract renewals through various insurance companies.

College Plan Initiative:

Initiative 7 – Strengthen administrative operations.
Strategy 7.2 – Systematically assess and address College risks and liability.

Financial Considerations:

The College negotiated a renewal premium of $77 per student per month, effective August 1, 2010, which represents a 4.0 percent increase over the current year. Student and spouse and per-child premiums are $331 and $77, 2.5% and 4% premium increases, respectively. Eligible students who wish to participate in the program pay the costs through student fees. The College incurs no expense other than incidental administrative responsibilities.

(Continued)
Approvals

Contact Person: Dr. David Bea

Chancellor: Dr. Roy Flores
Recommendation:

The Chancellor recommends that the Board of Governors approve a contract with New Horizons for contract training services as needed from April 15, 2010 through June 30, 2010. The costs of these services will not exceed $400,000; funding for the training services is through the Intergovernmental Agreement with Pima County.

Justification:

Pima Community College, under its existing Intergovernmental Agreement (IGA) with Pima County, is developing and providing incumbent worker training, funded by the Workforce Innovation in Regional Economic Development (WIRED) grant. The training is provided to employees of local companies that meet the grant’s criteria for involvement in aerospace, defense, information technology or border security industries. Currently these companies are requesting highly specialized training in many information technology areas in which the College has little or no developed curriculum. New Horizons will provide these technical information systems and computer applications trainings required by the client companies by June 30, 2010, which meets the time requirements of the WIRED grant.

College Plan Initiative:

Entering into this Agreement supports the College Plan 2008-2011 Initiative 1, Strategy 1.3 Develop and enhance effective educational and business partnerships to increase learning opportunities for students.

Financial Considerations:

The contract costs will not exceed $400,000. The College will invoice Pima County for all expenses incurred for the requested contracted training.

(Continued)
Contract: New Horizons

Date: 5/12/10
Page 2

Approvals

Contact Person

Dr. Sylvia Lee

Chancellor

Tom Tomaszy for Dr. Roy Flores

Dr. Roy Flores
The Chancellor recommends that the Board of Governors approve a contract renewal with ITCAP, Inc. (which originally stood for Information Technology Credit Approval Process), to provide joint industry standard workforce training, for the period May 1, 2010 through June 30, 2011, with an option to renew for two additional years if both parties agree.

Justification:

ITCAP, Inc. provides industry standard, vendor–authorized, workforce training programs. Students earn Pima Community College workforce credit through successful completion of a competency-based exam that requires demonstrated skills-based learning.

Pima Community College and ITCAP have been contractual partners since 1997. ITCAP contracts with national clients to provide industry standard training programs such as A+. The courses are taught by training vendors hired by ITCAP. Upon successful completion of a course, a student may earn Pima Community College workforce credit through the credit-by examination model. The student must successfully pass the College-approved exam, scored by a PCC certified instructor. In 2008-2009, there were 3,784 enrollments with 8701 credit hours earned under this agreement.

The College uses industry standards to develop curriculum. All curricula must be authorized through the College’s workforce curriculum review process prior to being offered for credit through this agreement.

College Plan Initiative:

Entering into this Agreement supports the College Plan 2008-2011 Initiative 1, Strategy 1.3 Develop and enhance effective educational and business partnerships to increase learning opportunities for students.
Financial Considerations:

Each student who successfully completes the credit-by-examination for a course under this agreement will be assessed at the following rates:

- Students having a course end date between May 1, 2010 and December 31, 2010: $45 per credit hour
- Students having a course end date between January 1, 2011 and June 30, 2011: $92 per credit hour

If the contract is extended for additional years, the price will be renegotiated at that time.

Approvals

Contact Person ____________________________

Dr. Sylvia Lee

Chancellor ________________________________

Dr. Roy Flores
Recommendation:

The Chancellor recommends that the Board of Governors approve the Fiscal Year 2010/2011 proposed budget for a public hearing on June 9, 2010, and, immediately following the public hearing, a special board meeting for the purpose of adopting the proposed budget; and approve the proposed budget for publication in the *Arizona Daily Star* on May 24 and June 1, 2010 according to statutory requirements.

Justification:

The proposed Fiscal Year 2010/2011 budget is being presented for consideration by the Board of Governors. The process for review and adoption of the District budget is fixed in several sections of State law and is intended to facilitate the public review of all budgets that affect the county taxpayers. A.R.S. §15-1461 and A.R.S. §15-1461.01 provide the guidelines each district must follow in terms of the development and public dissemination of its annual budget.

The “Fiscal Year 2010/2011 Proposed Budget” document presented May 12, 2010 summarizes estimated sources of funds and expenditure of funds for the entire District budget. Individual line items may change as the appropriation details are finalized by College administration. However, by approving the proposed budget for publication, the Board establishes maximum revenue and expenditure amounts. By setting maximum revenues and expenditures, the District’s primary and secondary property tax levies become fixed for taxpayer review. The administration is requesting that the Board approve the proposed budget for publication to meet statutory requirements and effect the following listed activities:

- **May 24**: Publish the proposed budget, first public notice of the public hearing and special board meeting, and first Truth in Taxation notice in the *Arizona Daily Star*.

- **June 1**: Publish the proposed budget, the second public notice of the public hearing and special board meeting, and second Truth in Taxation notice in the *Arizona Daily Star*.

(Continued)
June 9  Conduct a public hearing on the proposed budget and, immediately following the public hearing, conduct a special board meeting for the purpose of adopting the budget.

June 11  Transmit a copy of the Truth in Taxation notice, a statement of its publication and result of the Board of Governors' vote to the Property Tax Oversight Commission.

Approvals

Contact Person  
Dr. David Bea

Chancellor  
Dr. Roy Flores