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 10th day of November, 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) 206-4530. Copies of the Board Packets are available in the Campus Libraries.

Dated this 5th day of November 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
   Rose Bolz
   Shari Dill
5. Student Representatives
   Mary Carroll
   Khutso Choshi
6. Faculty Representatives
   Kimlisa Duchicela
   Rick Rosen
7. Report — Chairperson of the Board
   • Authorization of Executive Session on December 8, 2010
8. Report — Secretary of the Board
General Matters (Continued)

9. Report — Chancellor
   • Board of Governors Recognition Awards


Information Items

11. Separations from Employment

12. Student Aide Hires

Action Items

13. Approval of Minutes
    Regular Meeting of October 13, 2010

14. Consent Agenda
    14.1 New Appointments
    14.2 Administrator Appointment
    14.3 Adjunct Faculty Appointments
    14.4 Temporary Appointments
    14.5 Intergovernmental Agreement: Pima Community College for the Pima County Joint Technological Educational District for the Tech Prep Articulated Credit Program
    14.6 Intergovernmental Agreement for Funds Granted Under the American Recovery and Reinvestment Act of 2009
    14.7 Contract: Pima Community College Website Redesign
    14.8 Public Safety Personnel Retirement System Local Board Membership
    14.9 Curriculum Recommendations — New Occupational Program: Law Enforcement Academy — Associate of Applied Science
**Action Items (Continued)**


14.15 Curriculum Recommendations – New Center for Training & Development Program: Health Information Technology – Practice Workflow and Information Management Redesign Specialist Certificate


14.17 Curriculum Recommendations – New Center for Training & Development Program: Health Information Technology – Clinician/Practitioner Consultant Certificate

14.18 Curriculum Recommendations – New Center for Training & Development Program: Health Information Technology – Implementation Manager Certificate

**Other Action Items**

15. Ventana Medical Systems, Inc. Foreign Trade Zone Agreement

**Adjournment**

Regular Meeting
December 8, 2010, 7:00 p.m.
Community Campus
A109/112
401 North Bonita Avenue
Tucson, AZ 85709-5000
<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Matters/Reports</td>
<td>Chancellor’s Office (206-4747)</td>
</tr>
<tr>
<td>1. Call to Order</td>
<td></td>
</tr>
<tr>
<td>2. Pledge of Allegiance</td>
<td></td>
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<tr>
<td>3. Public Comment</td>
<td></td>
</tr>
<tr>
<td>4. Staff Representatives</td>
<td></td>
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<td>5. Student Representatives</td>
<td></td>
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<tr>
<td>6. Faculty Representatives</td>
<td></td>
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<tr>
<td>7. Report—Chairperson of the Board</td>
<td></td>
</tr>
<tr>
<td>• Authorization of Executive Session on December 8, 2010</td>
<td></td>
</tr>
<tr>
<td>8. Report—Secretary of the Board</td>
<td></td>
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<tr>
<td>9. Report—Chancellor</td>
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</table>

Approval

Chancellor

Dr. Roy Flores
Pima County Community College District  
Board of Governors  
4905 E. Broadway, Tucson, Arizona 85709-1010

GENERAL MATTERS/REPORTS

Meeting Date: 11/10/10  
Item Number: 10

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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</thead>
</table>
| Report – September 2010 Financial Statements | Dr. David Bea  
Executive Vice Chancellor for Finance and Administration  
(206-4519) |

Recommendation:

Attached are the financial statements showing preliminary 2010/11 fiscal year results through September 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 September. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end is approximately $7.7 million. This is higher than the September 2009 net assets increase of $2.7 million and is mainly due to higher property tax revenue compared to the same time last year.

In terms of operational performance, General Fund revenues and expenditures are consistent with budget and our expectations. Personal services expenditures and commitments and services and supplies expenditures and commitments are approximately the same as last year as a proportion of the annual budget.

Statement of Net Assets

As shown in the Statement of Net Assets, total net assets at the end of September are $206.9 million, which is an increase of $17.1 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.

Approvals

Contact Person  
Dr. David Bea

Chancellor  
Dr. Roy Flores
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Net Assets
30-Sep-10
(Preliminary)

| ASSETS | | | | |
| --- | --- | --- | --- | |
| **Current Assets** | **General** | **Auxiliary and Restricted** | **Plant and Other Funds** | **Total All Funds** |
| Cash and Cash Equivalents | $51,829,604 | ($5,307,134) | $38,438,451 | $84,960,922 |
| Receivables | 0 | 0 | 0 | 0 |
| Property Taxes | 3,329,722 | 0 | 647,457 | 3,977,179 |
| Accounts (net of allowances) | 5,079,250 | ($13,710) | 2,521 | 5,086,061 |
| Government Grants and Contracts | 0 | 10,324,976 | 0 | 10,324,976 |
| Student Loans (net of allowances) | 0 | 0 | 3,999,713 | 3,999,713 |
| Other | 1,499,659 | 497,409 | 0 | 1,997,068 |
| Inventories | 222,846 | 0 | 0 | 222,846 |
| Prepaid Expenses | 180,482 | 0 | 0 | 180,482 |
| **Total Current Assets** | $62,141,563 | $5,501,541 | $43,088,142 | $110,731,246 |
| **Noncurrent Assets** | | | | |
| Restricted Cash and Cash Equivalents | 0 | 0 | (157,608) | (157,608) |
| Notes Receivable (net of allowances) | 0 | 0 | 1,260,466 | 1,260,466 |
| Other Long-term Investments | 1,508,350 | 0 | 0 | 1,508,350 |
| Investments in Real Estate | 0 | 0 | 0 | 0 |
| Capital Assets | 0 | 0 | 0 | 0 |
| Land | 0 | 0 | 15,291,311 | 15,291,311 |
| Buildings & Leasehold improvements (net of depreciation) | 0 | 0 | 101,521,621 | 101,521,621 |
| Construction in Progress | 0 | 0 | 0 | 0 |
| Equipment (net of depreciation) | 0 | 0 | 3,135,991 | 3,135,991 |
| Library Books (net of depreciation) | 0 | 0 | 1,938,438 | 1,938,438 |
| **Total Noncurrent Assets** | 1,508,350 | 0 | 122,990,219 | 124,498,569 |
| **Total Assets** | $63,649,913 | $5,501,541 | $166,078,361 | $235,229,815 |

| LIABILITIES | | | | |
| --- | --- | --- | --- | |
| **Current Liabilities** | **General** | **Auxiliary and Restricted** | **Plant and Other Funds** | **Total All Funds** |
| Accrued Payroll and Benefits | $677,867 | | | $677,867 |
| Accounts Payable and Accrued Liabilities | 588,446 | $23,315 | $542,480 | $1,154,241 |
| Deposits Held in Custody | 0 | 0 | 468,071 | 468,071 |
| Current Portion of Long-term Liabilities | 4,379,027 | 0 | 240,000 | 4,619,027 |
| **Total Current Liabilities** | $5,645,340 | $23,315 | $1,250,551 | $6,919,206 |
| **Noncurrent Liabilities** | | | | |
| Deferred Revenue | 128,421 | 0 | 0 | 128,421 |
| Long-term Liabilities | 3,012,269 | 0 | 18,262,269 | 21,262,269 |
| **Total Noncurrent Liabilities** | 3,140,690 | 0 | 18,262,269 | 21,390,959 |
| **Total Liabilities** | $8,786,030 | $23,315 | $19,500,551 | $28,309,896 |

| NET ASSETS | | | | |
| --- | --- | --- | --- | |
| Invested in Capital Assets (net of related debt) | $103,397,361 | $103,397,361 | $103,397,361 | $103,397,361 |
| Restricted for: | | | | |
| Loans | 0 | 0 | 1,709,131 | 1,709,131 |
| Other (Capital Projects) | 0 | 0 | 0 | 0 |
| Grants and Contracts | ($1,095,349) | 0 | ($1,095,349) | ($1,095,349) |
| **Unrestricted** | $55,863,883 | $6,573,575 | $38,131,417 | $99,568,875 |
| **Total Net Assets** | $55,863,883 | $5,478,226 | $146,585,742 | $206,927,851 |

<table>
<thead>
<tr>
<th>FY 2009/10</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior Year Totals as of September 30, 2009</td>
<td>$231,041,159</td>
</tr>
<tr>
<td>Net Assets (as of September 30, 2010)</td>
<td>$103,397,361</td>
</tr>
<tr>
<td>Net Assets (as of September 30, 2009)</td>
<td>$103,397,361</td>
</tr>
</tbody>
</table>
## PIMA COUNTY COMMUNITY COLLEGE DISTRICT

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

For Three Months Ending September 30, 2010

### CURRENT FUNDS

<table>
<thead>
<tr>
<th></th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuition and Fees</strong></td>
<td>$25,007,483</td>
<td>$23,295,792</td>
</tr>
<tr>
<td><strong>Contracts</strong></td>
<td>$604,859</td>
<td>$1,069,644</td>
</tr>
<tr>
<td><strong>Auxiliary Enterprises</strong></td>
<td>$707,777</td>
<td>$77,696</td>
</tr>
<tr>
<td><strong>Commission and Rents</strong></td>
<td>$0</td>
<td>$140,261</td>
</tr>
<tr>
<td><strong>Other Operating Revenues</strong></td>
<td>$243,593</td>
<td>$717,119</td>
</tr>
<tr>
<td><strong>Total Operating Revenues</strong></td>
<td>$25,865,935</td>
<td>$25,300,512</td>
</tr>
</tbody>
</table>

### OPERATING EXPENSES

<table>
<thead>
<tr>
<th>Category</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Instruction</strong></td>
<td>$8,702,458</td>
<td>$9,399,047</td>
</tr>
<tr>
<td><strong>Academic Support</strong></td>
<td>$4,847,319</td>
<td>$6,011,551</td>
</tr>
<tr>
<td><strong>Student Services</strong></td>
<td>$4,123,608</td>
<td>$4,439,617</td>
</tr>
<tr>
<td><strong>Institutional Support</strong></td>
<td>$6,945,033</td>
<td>$6,588,759</td>
</tr>
<tr>
<td><strong>Operation and Maintenance of Plant</strong></td>
<td>$2,422,158</td>
<td>$3,950,655</td>
</tr>
<tr>
<td><strong>Depreciation</strong></td>
<td>$0</td>
<td>$1,826,584</td>
</tr>
<tr>
<td><strong>Student Financial Aid</strong></td>
<td>$678,565</td>
<td>$18,559,684</td>
</tr>
<tr>
<td><strong>Auxiliary Enterprises</strong></td>
<td>$0</td>
<td>$18,070</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>$27,719,141</td>
<td>$50,793,977</td>
</tr>
</tbody>
</table>

### NET ASSETS

<table>
<thead>
<tr>
<th>Category</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net Operating Gain (Loss)</strong></td>
<td>$(1,853,206)</td>
<td>$(25,493,465)</td>
</tr>
<tr>
<td><strong>Net Nonoperating Revenues</strong></td>
<td>$11,834,907</td>
<td>$28,166,724</td>
</tr>
<tr>
<td><strong>Income before Other Revenues, Expenses, Gains, or Losses</strong></td>
<td>$9,981,701</td>
<td>$2,673,259</td>
</tr>
<tr>
<td><strong>Transfers</strong></td>
<td>$(27,878,650)</td>
<td>0</td>
</tr>
<tr>
<td><strong>Capital Appropriations</strong></td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Capital Gifts and Grants</strong></td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Increase (Decrease) in Net Assets</strong></td>
<td>$(17,896,949)</td>
<td>$2,673,259</td>
</tr>
</tbody>
</table>

**Net Assets - Beginning of Year**

- Total: $72,760,832
  - General: $72,760,832
  - Auxiliary and Restricted: $7,596,504
  - Plant and Other Funds: $118,830,477

**Net Assets - End of Period**

- Total: $54,863,883
  - General: $54,863,883
  - Auxiliary and Restricted: $5,478,226
  - Plant and Other Funds: $146,585,742

**Net Assets**

- Total: $206,927,851
  - General: $206,927,851
  - Auxiliary and Restricted: $189,832,022
## Summary of Expenditures and Encumbrances - General Fund - Budget and Actual

For Three Months Ending September 30, 2010

<table>
<thead>
<tr>
<th>EXPENDITURES BY FUNCTION</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED</td>
<td>TOTAL</td>
</tr>
<tr>
<td></td>
<td>BUDGET</td>
<td>COMMITTED</td>
</tr>
<tr>
<td></td>
<td>AMOUNT</td>
<td>%</td>
</tr>
<tr>
<td>Educational and General</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$ 63,265,667</td>
<td>$ 34,648,688</td>
</tr>
<tr>
<td>Academic Support</td>
<td>26,335,188</td>
<td>17,686,767</td>
</tr>
<tr>
<td>Student Services</td>
<td>21,340,880</td>
<td>17,380,380</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>28,811,102</td>
<td>20,770,964</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>12,659,743</td>
<td>7,805,998</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>1,345,438</td>
<td>678,565</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>350</td>
<td></td>
</tr>
<tr>
<td>Transfers</td>
<td>27,879,000</td>
<td>27,878,650</td>
</tr>
<tr>
<td>Fund balance reserved for contingency</td>
<td>5,986,982</td>
<td>0</td>
</tr>
<tr>
<td>Total Expenditures by Function</td>
<td>$ 187,604,000</td>
<td>$ 126,849,861</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES BY ACCOUNT</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED</td>
<td>TOTAL</td>
</tr>
<tr>
<td></td>
<td>BUDGET</td>
<td>COMMITTED</td>
</tr>
<tr>
<td></td>
<td>AMOUNT</td>
<td>%</td>
</tr>
<tr>
<td>Personal Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Personnel</td>
<td>$ 6,612,000</td>
<td>$ 6,139,796</td>
</tr>
<tr>
<td>Faculty</td>
<td>24,095,000</td>
<td>21,625,448</td>
</tr>
<tr>
<td>Additional Compensation - Faculty</td>
<td>1,155,179</td>
<td>666,474</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>15,362,600</td>
<td>8,834,189</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>37,751,000</td>
<td>36,178,913</td>
</tr>
<tr>
<td>Other Compensation</td>
<td>5,610,558</td>
<td>5,610,558</td>
</tr>
<tr>
<td>Student Employment / Workstudy</td>
<td>33,024</td>
<td>18,100</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>23,406,716</td>
<td>4,346,841</td>
</tr>
<tr>
<td>Total Personal Services</td>
<td>$ 114,826,077</td>
<td>$ 83,420,319</td>
</tr>
</tbody>
</table>

| Services and Supplies                    |            |            |           |            |
| Communications and Utilities             | 6,172,000  | 1,441,878  | 23.4% | 4,730,123 |
| Travel                                  | 2,841,422  | 435,773    | 15.3% | 2,405,649 |
| Contractual Services                    | 10,086,339 | 8,296,479  | 82.3% | 1,789,860 |
| Supplies and Materials                  | 8,246,317  | 2,881,364  | 34.9% | 5,364,953 |
| Student Financial Aid                   | 1,345,438  | 678,565    | 50.4% | 666,873   |
| Current Fixed Charges                    | 3,229,525  | 1,617,198  | 50.1% | 1,612,327 |
| Total Services and Supplies              | $ 31,921,041 | $ 15,351,257 | 48.1% | $ 16,569,784 |

| Capital Equipment                       | 548,000    | 93,865     | 17.1% | 454,135 |
| Transfers                               | 27,879,000 | 27,878,650 | 100.0% | 350      |
| Other Expenditures                      | 1,185,000  | 105,770    | 8.9%  | 1,079,230 |
| Contingency and Reserves                 | 12,044,882 | 0          | 0%    | 12,044,882 |
| Total Expenditures by Account            | $ 187,604,000 | $ 126,849,861 | 67.6% | $ 60,754,139 |

| EXPENDITURES BY ACCOUNT                   | FY 2009/10 |
|                                           |            |            |           |            |
|                                           | ADJUSTED   | TOTAL      | AVAILABLE |
|                                           | BUDGET     | COMMITTED  | BUDGET    |
|                                           | AMOUNT     | %          | AMOUNT    | %          |
| Personal Services                        | $ 6,063,514 | $ 20,432,559 | 97.3%     | 685,706 |
| Faculty                                  | 20,432,559 | 20,432,559 | 100.0% | 685,706   |
| Additional Compensation - Faculty        | 6,063,514  | 6,063,514  | 100.0% | 685,706   |
| Adjunct Faculty                          | 8,674,919  | 8,674,919  | 100.0% | 685,706   |
| Classified Staff                         | 35,624,291 | 35,624,291 | 100.0% | 685,706   |
| Other Compensation                       | 4,368,537  | 4,368,537  | 100.0% | 685,706   |
| Student Employment / Workstudy           | 63,275     | 63,275     | 100.0% | 685,706   |
| Fringe Benefits                          | 4,192,803  | 4,192,803  | 100.0% | 685,706   |
| Total Personal Services                  | $ 80,105,604 | $ 80,105,604 | 73.3% | 685,706   |

| Services and Supplies                    |            |            |           |            |
| Communications and Utilities             | 1,504,452  | 1,504,452  | 100.0% | 685,706   |
| Travel                                  | 482,591    | 482,591    | 100.0% | 685,706   |
| Contractual Services                    | 6,988,236  | 6,988,236  | 100.0% | 685,706   |
| Supplies and Materials                  | 2,695,372  | 2,695,372  | 100.0% | 685,706   |
| Student Financial Aid                   | 654,256    | 654,256    | 100.0% | 685,706   |
| Current Fixed Charges                    | 1,693,210  | 1,693,210  | 100.0% | 685,706   |
| Total Services and Supplies              | $ 14,018,117 | $ 14,018,117 | 47.2% | 685,706   |

| Capital Equipment                       | 150,683    | 150,683    | 100.0% | 685,706   |
| Transfers                               | 7,559,000  | 7,559,000  | 100.0% | 685,706   |
| Other Expenditures                      | 135,415    | 135,415    | 100.0% | 685,706   |
| Contingency and Reserves                 | 0          | 0          | 0%      | 0          |
| Total Expenditures by Account            | $ 101,968,819 | $ 101,968,819 | 65.5% | 685,706   |
COMMITMENTS FOR INSTITUTIONAL SUPPORT

FY 10 $19.1M
FY 11 $20.8M

COMMITMENTS FOR OPERATION & MAINTENANCE OF PLANT

FY 10 $7.6M
FY 11 $7.8M

COMMITMENTS FOR STUDENT FINANCIAL AID

FY 10 $654K
FY 11 $679K
Separations from Employment

Recommendation:

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

Retirements

**Mertes, John B.**
Instructional Faculty
WC-Digital Arts
Effective: 5/19/11

John (Jack) Mertes was hired by the College in 1990 as Instructional Faculty. He also served as Lead Faculty and Adjunct Faculty.

**Scurrah, William**
Instructional Faculty
DC-Writing and Reading
Effective: 12/17/10

William Scurrah was hired by the College in 1988 as Adjunct Faculty and as Instructional Faculty in 1996. He also served as Department Chair for Writing and Reading, and most recently served as the North Central Accreditation Self-Study Coordinator for the College.

**Valdavia, Laura A.**
Instructional Faculty
DC-Languages
Effective: 5/19/11

Laura Valdavia was hired by the College in 1999 as Instructional Faculty. She also served as Adjunct Faculty, Department Chair, and Lead Faculty.
Dr. Tamas Zsitvay was hired by the College in 1970 as Instructional Faculty teaching Political Science and Public Administration. He also served as Adjunct Faculty.

Separations from Employment

Herd, Nicole J.
Student Services Advanced Specialist
CC-Enrollment Services
Effective: 10/15/10

Approvals

Contact Person: Janet L. May 10/25/10
Janet L. May

Chancellor: Dr. Roy Flores
INFORMATION ITEM

Meeting Date: 11/10/10

Item Title: Student Aide Hires

Recommendation:

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

Serrano Cynthia

Approvals

Contact Person: Janet L. May 10/25/10
Janet L. May

Chancellor: Dr. Roy Flores
ACTION ITEM

Meeting Date: 11/10/10

Item Title

Unapproved Minutes of the Regular Meeting of October 13, 2010

Contact Person

Chancellor's Office
(206-4747)

Recommendation:

The unapproved minutes of the Regular Meeting of October 13, 2010 are submitted for approval.

Approval

Chancellor

Dr. Roy Flores
A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, October 13, 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
Rose Bolz, Staff
Shari Dill, Staff
Rick Rosen, Faculty
Mary Carroll, Student
Khutso Choshi, Student

RECORDING SECRETARY
Angela Wesson

ADMINISTRATION
Roy Flores, Chancellor
Christal Albrecht, President, Desert Vista Campus
David Bea, Executive Vice Chancellor, Finance and Administration
Johnson Bia, President, Downtown Campus
Vicki 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, Academic Dean
Diane Groover, Assistant Vice Chancellor, Finance
Jerry Haynes, Vice President of Student Development

Rachel Howell, Assistant Vice Chancellor for Marketing
Jana Kooi, President, Northwest Campus
Dee Lammers, Vice President of Instruction
Mary Ann Martinez Sanchez, Vice President of Instruction
Janet May, Vice Chancellor for Human Resources
Marty Mayhew, Academic Dean
Leticia Menchaca, Vice President of Student Development
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
Stan Steinman, Senior Assistant to the Provost
Heather Tilson, Academic Dean
Anne Vosberg, Vice President of Student Development
Deborah Yoklic, Assistant Vice Chancellor
Darla Zirbes, Vice President of Student Development
GENERAL MATTERS

Call to Order

Sherryn Marshall called the meeting to order at 7:10 p.m.

Pledge of Allegiance

Marty Cortez led the Pledge of Allegiance.

Public Comment and Reports

Public Comment

Chris Clemens, student and commander of the PCC Student Veteran’s Organization, and fellow veterans wished to thank the Board of Governors and Chancellor Flores for their commitment towards making Pima a more veteran friendly institution. Mr. Clemens noted that the mission of their organization is to assist fellow veterans in all facets of their educational careers and continue to serve their communities regardless of branch, length of service or reason for leaving the military. Their ultimate goal is to assist the student veterans in living up to Pima’s mission statement of “developing our community through learning”.

Abel Moreno, Resource Director for the Veteran’s Service Organization at Pima Community College, noted that Pima holds the key to an overwhelming future of success for today’s generation of Veterans.

Board Members thanked the attending Veterans for their time and service.

Heather Ewing, former temporary Interpreter, expressed concern about the retirement benefits for temporary employees. She noted that some temporary employees were having retirement benefits deducted from their checks and some were not. According to Human Resources, it has to do with the way Personnel Action Forms are written. Ms. Ewing requested that the policy regarding retirement benefits for temporary employees be reviewed.

Staff Representatives

Shari Dill gave a Staff Council fundraising update. Highlights included the following: In the Provost Report, Dr. Miles noted that the HLC completed their visit with a follow-up report on Assessment due in January, 2013.
Congratulations were extended to Bill Scurrah on his upcoming retirement. There will be many administrative staff changes that will affect the District Office, Desert Vista, Downtown and East Campuses. The liaison report included an Adjunct Faculty Fair that was held on October 9; open forums for the Assistant Vice Chancellor for Business Services will be scheduled in October and the new Vice Chancellor for Human Resources, Janet May started on October 4. The next Staff Council meeting will be held on November 5th.

Student Representatives

Mary Carroll and Khutso Choshi reported on recent events from each campus. Highlights included: Community Campus: The Eastside Learning Center, Student Leadership Council will staff a table at the Annual 292C Celebration and Crime Fair at Freedom Park on October 14. Desert Vista Campus: Student Government is working on a special project: World Vision Fundraiser to collect funds ($100) to purchase a goat and 2 chickens for a needy family in a third world country. Downtown Campus: Student Life/Student Government co-sponsored “Celebrating Ethnic Diversity” during Ethnic Studies Week, October 4-8. East Campus: Hispanic History Month has been celebrated with a “Salsa Tasting” Contest. Northwest Campus: The Science Department partnered with Student Life to sponsor Earth Science Day, October 13. West Campus: Student Government and Student Life coordinated a series of educational and cultural events to kick off Hispanic Latino Heritage Month.

Faculty Representatives

Richard Rosen and Diann Porter (President of Faculty Senate) shared information from the September 10 and October 1 Faculty Senate meetings. Following are highlights from the September report: Michelle Betzen gave a presentation on the college-wide internship program. PCCEA Report: Ana Jimenez presented the report. Provost’s report: Dr. Miles’ comments focused on the upcoming HLC visit and she reminded faculty to attend the meeting with representatives of the team. Chancellor’s report: Dr. Flores thanked Bill Scurrah and Dr. Miles for all their efforts in preparing for the
HLC visit. Dr. Flores then discussed the issue of differential tuition.

Highlights from the October 1 report: Dr. Maria Hesse, Vice Provost of Transfer Partnerships for ASU gave a presentation on the recently adopted augmented online degree program. PCCEA Report: Scott Collins presented the report. Provost’s report: Dr. Miles highlighted the areas of excellence as well as those few areas requiring attention from the recent HLC visit. Chancellor’s report: AVC Deborah Yoklic explained the new $17 million Pathways to Healthcare Grant.

Report — Chairperson of the Board

Chairperson Marshall introduced Janet May, the new Vice Chancellor for Human Resources. Congratulations were also given to those administrators who will be transitioning in the coming months.

Motion No. 6972


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

Chancellor Flores thanked the Veterans again and noted that very few understand the experiences these young men and women go through and that it is very important to listen and not assume we know what the answers are – we have to extend ourselves to the needs of the vets. Drs. Bea and Bia will identify office space at the Downtown Campus to house the Student Veteran’s Organization. Vice President of Instruction Ted Roush will be the liaison.
Progress is being made on the Common Course Numbering System.

ETS will convene a symposium on October 18 in Washington, DC on the status and the role of the family in education — Addressing Achievement Gaps Symposium - *The Family: America’s Smallest School*. Ted Roush will attend on Chancellor’s behalf.

National Education Summit and Call to Action will be held in Washington, DC on October 18. This event marks the next step in connecting communities nationwide with information, resources and people to improve the academic achievement of Latino students and the lives of Hispanics.

The Desert Vista Endowment received a $15,000 gift from Mr. Dan Eckstrom on behalf of Mary Alice Eckstrom.

Chancellor Flores recognized Mary Ann Martinez Sanchez for chairing the upcoming Arizona Academic Administrators Association Conference. Congratulations were given to Dr. David Bea for being named Outstanding Chief Business Officer for Region II. Thanks were given to Bill Scurrah for his service on the HLC preparations.

Drs. Bea and Miles accompanied Chancellor Flores to Community Campus and the District Office to provide a brief update on the College’s finances on October 8.

**Report — August 2010 Financial Statements**

Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending August 31, 2010. He noted we are continuing as expected, with an increase in net assets of approximately $8.4 million through the end of the month.

**Information Items**

**Separations from Employment**

Chairperson Marshall acknowledged the retirements of: George Bentley, Robin Haegar and Douglas Quinn and wished them well in their future endeavors.

**Student Aide Hires**

These items were noted as information items.
Action Items

Motion to Approve Meeting Minutes
PASSES

Approval of Minutes

Motion No. 6973


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

Consent Agenda

Motion No. 6974


14.1 New Appointments
14.2 Adjunct Faculty Appointments
14.3 Temporary Appointments
14.4 BP-3117: General Education – Final Reading
14.5 Teacher Preparation Agreement: Pima County Community College District and Arizona K-12 School Teacher-Intern Preparation Program
14.6 Intergovernmental Agreement: Pascua Yaqui Tribe
14.7 Intergovernmental Agreement: Vail Unified School District

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

Personnel Policy Statement for College Employees – 2010/2011 Fiscal Year Changes

Motion No. 6975

Brenda Even – M, Scott Stewart – S, to approve the changes to the Personnel Policy Statements for College Employees.

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

The meeting adjourned at 8:00 p.m.

______________________
Secretary

______________________
Date
**ACTION ITEM**

**Meeting Date:** 11/10/10  
**Item Number:** 14

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<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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<tr>
<td>Consent Agenda</td>
<td>Chancellor's Office (206-4747)</td>
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**Recommendation:**

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

14.1 New Appointments  
14.2 Administrator Appointment  
14.3 Adjunct Faculty Appointments  
14.4 Temporary Appointments  
14.5 Intergovernmental Agreement: Pima Community College for the Pima County Joint Technological Educational District for the Tech Prep Articulated Credit Program  
14.6 Intergovernmental Agreement for Funds Granted Under the American Recovery and Reinvestment Act of 2009  
14.7 Contract: Pima Community College Website Redesign  
14.8 Public Safety Personnel Retirement System Local Board Membership  
14.9 Curriculum Recommendations - New Occupational Program: Law Enforcement Academy – Associate of Applied Science  
14.10 Curriculum Recommendations - Program Inactivation: Computer Software Applications for Office Professionals – Certificate for Direct Employment  
14.11 Curriculum Recommendations - Program Inactivation: Computer Software Applications Specialist – Certificate for Direct Employment  
14.12 Curriculum Recommendations - Program Inactivation: Leadership – Post Degree Certificate  
14.13 Curriculum Recommendations - New Center for Training & Development Program: Health Information Technology - Trainer Certificate  
14.15 Curriculum Recommendations - New Center for Training & Development Program: Health Information Technology – Practice Workflow and Information Management Redesign Specialist Certificate  
14.16 Curriculum Recommendations - New Center for Training & Development Program: Health Information Technology - Technical Software Support Specialist Certificate

(Continued)
14.17 Curriculum Recommendations - New Center for Training & Development
Program: Health Information Technology – Clinician/Practitioner Consultant
Certificate

14.18 Curriculum Recommendations - New Center for Training & Development
Program: Health Information Technology – Implementation Manager
Certificate

Approval

Chancellor

Dr. Roy Flores
ACTION ITEM

Meeting Date: 11/10/10

Item Title: New Appointments

Contact Person: Janet L. May, Vice Chancellor for Human Resources (206-4624)

Recommendation:

The Chancellor recommends that the Board of Governors approve these new appointments.

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.

Faculty:

Lawrence, Lisa, Ph.D.  Instructional Faculty
Salary: $75,239  West Campus – Nursing
Effective: 01/18/11  Selected to fill an open position
Education: Bachelor of Science, Nursing, Belling College of Nursing, Green Bay, Wisconsin; Master of Science, Nursing Education, University of Minnesota, Minneapolis, Minnesota; Doctor of Nursing, University of Arizona
Experience: Dr. Lawrence has been an assistant professor at Northern Michigan University for over one year. Her previous experiences have included research assistant at the University Medical Center and quality management coordinator and patient care coordinator at Southern Arizona Veterans Affairs Healthcare System. Dr. Lawrence has seven years experience as a staff registered nurse and an additional three years combined experience as a teaching assistant and nursing instructor.

Recruitment Overview:

An external recruitment was conducted. Eight complete applications were screened and interviewed by an advisory committee. The finalists were interviewed by Dr. Lou Albert, Campus President.
Staff:

Vasilieva, Maria N., Ph.D.  Research Project Manager
Salary: $59,684.00  District Office
Effective: 11/15/10  Selected to fill a new position
Education: Master in Physical Engineering, Moscow Physics – Engineering Institute, Moscow, Russia; Doctor of Management and Social Sciences, Sorbonne University of Paris IV, Paris, France
Experience: Dr. Vasilieva has been a research coordinator and grants manager at the Academy of Math and Sciences and Math and Science Success Academy for the last three years. She has six years experience as a project manager at Altran, Consulting and Engineering in France. Dr. Vasilieva also has seven years experience as a consultant with various European companies.

Recruitment Overview:
An external recruitment was conducted. Ten complete applications were received and reviewed. Three candidates were invited to interview. The finalists were interviewed by Dr. David Bea, Executive Vice Chancellor for Finance and Administration, and the advisory committee.

Approvals

Contact Person  Janet L. May  10/25/10  Janet L. May

Chancellor  Dr. Roy Flores
**ACTION ITEM**

**Meeting Date:** 11/10/10  
**Item Number:** 14.2

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<tr>
<th>Item Title</th>
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<tr>
<td>Administrator Appointment</td>
<td>Janet L. May, Vice Chancellor for Human Resources (206-4624)</td>
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**Recommendation:**

The Chancellor recommends that the Board approve this Administrator appointment and requests that the Board authorize the Chancellor or designee to sign the employment contract on behalf of the College District.

**Leyba, Dr. José A.**  
**Interim Provost and Executive Vice Chancellor for Academic and Student Services**

**Salary:** $67,082*  
**Effective:** 01/03/2011 through 05/31/2011 or until recruitment of position is successfully completed

*Salary prorated

**Education:**  
Doctor of Education, Educational Administration and Supervision, Arizona State University  
Master of Education, Educational Administration and Supervision, Arizona State University  
Bachelor of Arts, History/Secondary Education, Arizona State University

**Experience:**  
In 2005-06, on leave from the Maricopa County Community College District (MCCCD), Dr. Leyba served as Interim President of Mission College in the Los Angeles Community College District. Dr. Leyba is now retired from the MCCCD, however, while there, he served in a variety of senior leadership positions including Associate Vice Chancellor for Human Resources, Acting Vice Chancellor for Human Resources, Vice President for Development and Community Relations at Mesa College, and Vice President for Corporate Development for the MCCCD Foundation, and Provost. Prior to his work in the community college arena, Dr. Leyba taught middle school English and Social Studies, served as a Principal in the Roosevelt School District, and as Superintendent in the Isaac School District. Dr. Leyba’s experience also includes graduate teaching at both Northern Arizona University and Arizona State University. From fall of 2009 to spring of 2010, Dr. Leyba served as an Interim Vice President of Instruction for West Campus.

(Continued)
Approvals

Contact Person  Janet L. May  11/2/10
Janet L. May

Chancellor  Dr. Roy Flores
Adjunct Faculty Appointments

Janet L. May, Vice Chancellor for Human Resources (206-4624)

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.

Archuleta, Kumara Deva
Discipline(s): Healthcare (Occupational Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Science, Pharmacy, University of Colorado, Boulder, Colorado
Experience: Ms. Archuleta is an Arizona State Board certified pharmacist currently working for Carondelet St. Joseph's Hospital. She has more than 21 years of experience in the pharmacy field. She has no formal teaching experience.

Barrowman, John, Jr.
Discipline(s): Aviation Technology (Occupational)
Salary: $710 per load hour
Education: Bachelor of Science, Business Administration, University of Phoenix
Experience: Mr. Barrowman has been an avionics technician for over 26 years, first with the United States Coast Guard and most recently with Bombardier Aircraft Services in Tucson, Arizona. He has no formal teaching experience.
Burgos-DeStephanis, Ted A.
Discipline(s): Special Education (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, History, California State University, San Marcos, California; Master of Arts, Special Education, University of Arizona
Experience: Mr. Burgos-DeStephanis is currently working as a special education teacher for Southwest Education Center in Casa Grande. He has three years of experience in the special education field.

Cobos, Kelly M.
Discipline(s): Student Success (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Administration of Justice, Western New Mexico University, Silver City, New Mexico; Master of Education, Counseling, Northern Arizona University
Experience: Ms. Cobos is currently working for Desert View High School as a counselor. Previously, she worked for Pima County Juvenile Detention Center as a juvenile detention officer. She has no formal teaching experience.

Cope, James E.
Discipline(s): Building Construction Technology (Occupational)
Salary: $710 per load hour
Education: High School Diploma, Rotan High School, Rotan, Texas; National Center for Construction Education Research (NCCER) License, Gainesville, Florida
Experience: Mr. Cope is currently working as an electrician for DP Electric. He has more than five years experience as an electrician. He has supervised employees and taught students for the Arizona Builders Alliance.

Dalessandro, Anthony M.
Discipline(s): Speech Communication (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Journalism and Master of Arts, Communication, West Virginia University, Morgantown, West Virginia
Experience: Mr. Dalessandro worked as the vice president of Urban Education Solutions in Tucson, Arizona. He has more than 23 years of experience in the writing/editing field. Mr. Dalessandro also taught journalism at St. Gregory College Preparatory School for one year.

Elias, Erika E.
Discipline(s): Study Skills (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Arts, Psychology, University of Arizona; Graduate coursework in counseling, Northern Arizona University
Experience: Ms. Elias is currently working as a counseling intern for Tucson Unified School District. She was a tutor/mentor for three years at the University of Arizona and a legal assistant for two years for a law firm in Tucson.
Gordon, Andrew
Discipline(s): Computer Software Applications (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Fine Arts, Florida Atlantic University, Boca Raton, Florida; Master of Arts, Theatre, Northwestern University, Chicago, Illinois
Experience: Mr. Gordon works as a software trainer for the Tucson Association of Realtors. He has been teaching software classes for more than five years and is Microsoft certified in Office 2007. Additionally, Mr. Gordon is a Comp TIA CTT+ Certified Professional and an A+ Service Technician.

Kacer, Kurtis A., D.D.M.
Discipline(s): Dental Hygiene (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Biology, Western Washington University, Bellingham, Washington; Master of Science, Dentistry and Doctor of Dental Medicine, Case Western Reserve University, Cleveland, Ohio
Experience: Dr. Kacer has been an orthodontist for three years. He currently owns a private practice here in Tucson. He has no formal teaching experience.

Lloyd, Kimberly K.
Discipline(s): Fashion Design and Clothing (Occupational)
Salary: $710 per load hour
Education: Bachelor of Arts, Fashion Design, Columbia College, Columbia, Missouri; Master of Arts, Teaching, University of Central Missouri, Warrensburg, Missouri
Experience: Ms. Lloyd is currently working for Flowing Wells High School as a fashion design teacher. She has more than four years of experience in fashion design and teaching. Previously, she worked for Bernina of America as a district sales manager covering Missouri, Kansas, Oklahoma, Arkansas, Mississippi, and Tennessee.

Maiden, Anna M.
Discipline(s): Education (Academic), Human Resources Management (Occupational), Business Management Systems (Occupational)
Salary: $710 per load hour
Education: Bachelor of Arts, Business and Management, Prescott College; Master of Education, Educational Leadership, Northern Arizona University
Experience: Ms. Maiden is currently the executive director for human resources for the Sunnyside Unified School District. She has over eight years of human resources experience working for the Sunnyside, Vail and Amphitheater school districts. She has no formal teaching experience.

McCoy, Kelley C.
Discipline(s): Fire Science (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Arts, Liberal Arts and Master of Education, Educational Leadership, Northern Arizona University

(Continued)
Experience: Mr. McCoy is currently working for the Northwest Fire District as a fire rescue division chief in charge of training. He has been working in this capacity for more than three years. He has been a firefighter for more than 20 years.

Ortega, Tiffany
Discipline(s): Education (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Psychology, University of Arizona; Master of Arts, Education, Chapman University, Orange, California
Experience: Ms. Ortega currently works as a family resource developer at the Arizona’s Children Association. She previously worked as a high school teacher and principal for Eastpointe High School. She is currently working on her doctorate, at Northern Arizona University, in education and plans to graduate in December 2011.

Quezada, Karina
Discipline(s): Student Success (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Arts, Psychology, University of Arizona; Master of Education, Counseling – expected graduation May 2011, Northern Arizona University
Experience: Ms. Quezada is currently working for Sunnyside Unified School District as a substitute instructor. Previously, she worked for Vail School District as an inclusion paraprofessional.

Reinhart, Donald L., Ph.D.
Discipline(s): Business, Management, and Marketing (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Business Administration, Xavier University, Cincinnati, Ohio; Master of Administration, University of Phoenix; Doctor of Philosophy, Business Administration, Touro University International, Cypress, California
Experience: Dr. Reinhart is currently a business consultant and owner of Team Building Business, a local consulting group. He has taught business and management courses for the University of Arizona as well as business courses for the University of Phoenix.

Roberts, Jr., Donald R.
Discipline(s): Computer Information Systems (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Business Administration, Northern Arizona University; Master of Science, Computer Information Systems, University of Phoenix
Experience: Mr. Roberts has five years of experience in the computer systems field. He currently works as a system support representative for the Tybrin Corporation in Tucson. He has one year of teaching experience.
Ruttan, Sarah E.
Discipline(s): Education (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Spanish, Michigan State University, East Lansing, Michigan; Master of Education, Curriculum & Instruction, University of Houston, Houston, Texas
Experience: Ms. Ruttan is currently working as an instructional support assistant for Amphitheater Public Schools. She has more than five years of experience in teaching at the university and elementary school level.

Soto, Lilvia O., PhD.
Discipline(s): Spanish (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts and Master of Arts, Spanish, Washington University, St. Louis, Missouri; Doctor of Philosophy, Hispanic Language and Literature, State University of New York, Stony Brook, New York
Experience: Dr. Soto has been teaching Spanish for more than 25 years. She owned her own business for four years teaching elementary and intermediate courses and translating for a number of local agencies.

Stephens, Tina S.
Discipline(s): Education (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Education/Elementary Education, Prescott College; Master of Education, Educational Leadership, Northern Arizona University
Experience: Ms. Stephens worked for six years as a state reading specialist in Phoenix. She has also been an elementary school teacher in the Vail School District for seven years.

Wheeler, Joshua G.
Discipline(s): Literature, Writing (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English (Creative Writing), University of California, Los Angeles, California; Master of Fine Arts, Creative Writing, New Mexico State University, Las Cruces, New Mexico
Experience: Mr. Wheeler taught multiple sections of an English composition course for New Mexico State University, Las Cruces, New Mexico. He also taught entertainment technology to high school students at a summer technology camp in Las Cruces, New Mexico.

Wohlgemuth, Kevin A.
Discipline(s): Art (Academic), History (Academic), Humanities (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Classics, University of Arizona; Master of Arts, Classics, Florida State University, Tallahassee, Florida with sufficient graduate credits to be certified in Art and History.

(Continued)
Experience: Mr. Wohlgemuth was a graduate student assistant at Florida State University where he developed and taught a guest lecture on Etruscan myth and ritual in several mythology courses.

Approvals

Contact Person  
Janet L. May  
10/25/10  
Janet L. May

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.

Justification:

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.

**Abdullah, Saleem**
- **Workforce Trainer**
- **CC**
- **Hourly Rate:** $23.00
- **Education:** Bachelor of Science, Criminal Justice and Psychology, Excelsior College, New York, New York
- **Experience:** Mr. Abdullah has over four years experience as a law enforcement officer and is currently employed as a law enforcement officer at the Arizona Department of Public Safety.

**Alvarez, Juan**
- **Workforce Trainer**
- **CC**
- **Hourly Rate:** $23.00
- **Education:** Associate of Arts, Criminal Justice, Pima Community College; Bachelor of Arts, Justice Systems Policy and Planning and Master of Administration, Northern Arizona University
Experience: Mr. Alvarez has three years experience as a reserve deputy sheriff at the Pima County Sheriff’s Department and one year experience as a police officer at the City of Coolidge Police Department. He has over 20 years experience at the University of Arizona Police Department in the following capacities: one year as a police officer, three years as a narcotics enforcement agent, eleven years as a corporal, one year as a detective corporal, four months as an acting commander, three years as a police sergeant on patrol and two years as a public information officer and crime prevention unit supervisor.

Baliles, Abram  Instructional Aide  WC
Hourly Rate: $7.25
Education: Associate of Science, Physics, Pima Community College
Experience: Mr. Baliles has one year experience as a physics laboratory aide at Pima Community College and another year as a laboratory aide at the University of Arizona.

Beaumont, Jonah  Instructor  NW
Hourly Rate: $20.53
Education: Associate of Arts, Mathematics and Spanish, Cochise Community College; Bachelor of Arts, Mathematics and Spanish, University of Arizona
Experience: Mr. Beaumont has three months experience as a high school mathematics teacher. He has five years experience as a tutor of mathematics, physics and Spanish.

Becerril, Monique  Librarian  NW
Hourly Rate: $30.00
Education: Bachelor of Arts, Mexican American Studies and Master of Science, Information Resources and Library Science, University of Arizona
Experience: Ms. Becerril has one year experience as a graduate assistant in the Knowledge River program at the University of Arizona. She also has two months experience as a graduate assistant at the Santa Rosa Library location of the Pima County Library system.

Brasch, Michael  Community Service Officer  M&S
Hourly Rate: $10.00
Education: Coursework, Pima Community College
Experience: Mr. Brasch has seven years experience as a volunteer campground assistant for the Experimental Aircraft Association.

Bullock, Clarence  Production Assistant II  CC
Hourly Rate: $15.00
Education: Associate of Arts, Communications, Graham Junior College, Boston, Massachusetts; Bachelor of Arts, Journalism, Hampton Institute, Hampton, Virginia; Master of Arts, Communications, Brockport State College, Brockport, New York
Experience: Mr. Bullock has seven years experience as a police officer in the Professional Development Section at the Rochester, New York Police Department, which included the operation and maintenance of digital video equipment. He will be a temporary pool employee to be on call for the Community Campus.

(Continued)
Calverley, Laura  
**Librarian**  
NW  
Hourly Rate: $30.00  
Education: Bachelor of Arts, Film and Digital Media, University of California, Santa Cruz, California; Master of Library Information Science, University of California, Los Angeles, California  
Experience: Ms. Calverley has over eight years experience as a library assistant and librarian at three locations of the University of California system and two locations of public libraries in San Mateo, California and Tucson.

Casares, Jose  
**Instructional Aide**  
WC  
Hourly Rate: $7.25  
Education: Coursework, Pima Community College  
Experience: Mr. Casares has six years experience as an audio and visual technician supporting corporate presentations and events. He has five months experience at Desert Solar as a photovoltaic (solar) installation consultant. Mr. Casares will be supporting the solar program on the West Campus.

Castro, Marisa  
**Instructor**  
NW  
Hourly Rate: $20.53  
Education: Bachelor of Science, Business Administration, University of Arizona  
Experience: Ms. Castro has one year experience as an academic advisor at the University of Arizona, Eller College of Management for enrollment, registration and requirements. She also has two years experience as an enrollment recruiter of minority students and one year as an outreach counselor in admissions at the University of Arizona.

Chavez, Ed  
**Workforce Trainer**  
CC  
Hourly Rate: $23.00  
Education: High School Diploma, Bagdad High School, Bagdad, Arizona  
Experience: Mr. Chavez has twenty-three years experience as a master firearms instructor at the Southern Arizona Law Enforcement Center at the City of Tucson Police Department.

Cole, Bryan  
**Laboratory Assistant**  
EC  
Hourly Rate: $12.71  
Education: Coursework, Pima Community College  
Experience: Mr. Cole has certifications in EMT-Basic, state and national; Cardio Pulmonary Resuscitation; Hazardous Materials First Responder; and Wildland Firefighter. He is a volunteer tutor for the EMT 100 course at Pima Community College.

Contreras, Maria  
**Student Services Specialist**  
WC  
Hourly Rate: $17.66  
Education: Bachelor of Science, Accounting, University of Phoenix  
Experience: Ms. Contreras has four years experience as a faculty services administrative coordinator, five years as a financial aid advisor and three years as a customer resource specialist at the University of Phoenix.

(Continued)
Temporary Appointments

Date: 11/10/10
Page 4

Cordova, Maria  Support Assistant  DV
Hourly Rate: $12.71
Education: Bachelor of Science, Exercise Science, Arizona State University
Experience: Ms. Cordova has eighteen months experience as a student aide in student services at Pima Community College, Desert Vista Campus. She also has 18 months experience as an assistant in the registrar’s office at Arizona State University.

Craine, Erin  Library Service Technician  DC
Hourly Rate: $14.68
Education: Bachelor of Arts, Political Science and Master of Arts, Information Resources and Library Sciences, University of Arizona
Experience: Ms. Craine has experience as a research assistant at a local, non-profit organization. She has been volunteering at the Downtown Campus Library since August 2010.

Esquer, Ernesto  Instructional Aide  WC
Hourly Rate: $7.25
Education: Coursework, Pima Community College
Experience: Mr. Esquer has three months experience as a student aide in the photo lab at Pima Community College. He has 20 months of customer service experience at Sarnoff Artist Materials.

Evans, Jonathan  Community Service Officer  M&S
Hourly Rate: $10.00
Education: Associate of Applied Science, Security Administration, Northern Virginia Community College, Annandale, Virginia; Bachelor of Science, Law Enforcement/Public Policy, George Mason University, Fairfax, Virginia
Experience: Mr. Evans has eight years experience as a supervisor of security and telecommunications at the Pentagon Federal Credit Union and ten years experience as a safety and security officer at The Mount Vernon Hospital. He has seven years experience as a branch support manager at Norstan Communications and has owned a consulting company since 2004 that performs security audit reviews.

Fankem, Sonia  Support Technician  DO
Hourly Rate: $13.70
Education: Bachelor of Science, Biology, George Mason University, Fairfax, Virginia; Master of Public Health, University of Arizona
Experience: Ms. Fankem has four years experience as a research specialist at the University of Arizona. She has two years experience as a project coordinator at the Mel and Enid Zuckerman College of Public Health at the University of Arizona.

Garcia, Abraham  Community Service Officer  M&S
Hourly Rate: $10.00
Education: Bachelor of Science, Health Sciences Health Education, University of Arizona
Experience: Mr. Garcia has five months experience as an intern at the City of Tucson - Central Safety Services and five months experience as an intern at the International Rescue Committee.

(Continued)
Temporary Appointments

**Gerard, John**  
**Instructor**  
**CC**

**Hourly Rate:** $20.53  
**Education:** Bachelor of Arts, Fine Arts, University of Arizona  
**Experience:** Mr. Gerard has worked two years as a vocational education teacher for adjudicated youth at Catalina Mountain School and ten years as a long-term substitute teacher at Catalina Foothills School District. He has more than four years experience building homes as a project manager at Gerard and Sons Custom Homes.

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**Godfrey, Kenneth**  
**Production Assistant II**  
**CC**

**Hourly Rate:** $15.00  
**Education:** Bachelor of Arts, Radio and Television, University of Arizona  
**Experience:** Mr. Godfrey has twenty-five years experience in film, video and camera operation at two television stations in Tucson. He has one year experience creating and editing videos for charities and one year preparing and scanning records at a digital conversion project. He will be a temporary pool employee to be on call for the Community Campus.

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**Graseck, Abigail E.**  
**Instructor**  
**CC**

**Hourly Rate:** $20.53  
**Education:** Bachelor of Arts, Religion, Haverford College, Haverford, Pennsylvania; Master of Education, Seattle University, Seattle, Washington  
**Experience:** Ms. Graseck has two years experience as an instructor in Family Literacy at the Community Campus. She has one year experience as a temporary instructor at the Community Campus and as an English as a Second Language instructor at Highline Community College in Des Moines, Washington.

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**Jarvis, Michael**  
**Community Service Officer**  
**M&S**

**Hourly Rate:** $10.00  
**Education:** High School Diploma, Tucson Magnet High School  
**Experience:** Mr. Jarvis has one year experience as an Explorer at the Tucson Police Department. He also has five months of customer service experience as a sales clerk at Abercrombie.

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**Keiffer, Lauren**  
**Child Care Assistant**  
**DV**

**Hourly Rate:** $12.71  
**Education:** Bachelor of Arts, Elementary Education, Boston University, Boston, Massachusetts  
**Experience:** Ms. Keiffer has fourteen months of student teaching experience in various levels of elementary school.

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**Lyndes, Laura, D.V.M.**  
**Special Project Manager**  
**EC**

**Hourly Rate:** $40.00  
**Education:** Doctor of Veterinary Medicine, The Ohio State University, Columbus, Ohio

(Continued)
Experience: Dr. Lyndes has seventeen years experience as the owner and operator of the Bath Veterinary Clinic in Bath, New York. She has thirteen years experience as a relief veterinarian at various clinics throughout Tucson. Her experience includes examinations, diagnosis, treatment, prescribing medication and surgery.

Mitchell, Keana  
Office Aide  
NW
Hourly Rate: $7.50  
Education: Coursework, Pima Community College  
Experience: Ms. Mitchell has sixteen months experience as a student aide in the resource center at Northwest Campus.

Moreno, Christopher  
Office Aide  
WC
Hourly Rate: $7.25  
Education: Coursework, Pima Community College  
Experience: Mr. Moreno has five months of recent experience as a College ambassador working in student services at West Campus.

Owens, Zachary  
Office Aide  
DC
Hourly Rate: $7.25  
Education: Coursework, Art Center Design College  
Experience: Mr. Owens has previous experience organizing, cashiering and in customer service through the retail industry.

Reid, Jasmine  
Office Aide  
WC
Hourly Rate: $7.25  
Education: High School Diploma, Monsignor Fraser College, Toronto, Ontario, Canada  
Experience: Ms. Reid has three years of customer service experience as a cashier and was a customer service representative with several businesses in Toronto, Canada.

Shartsis, Tina  
Laboratory Supervisor  
DV
Hourly Rate: $18.90  
Education: Bachelor of Science, Chemistry, Idaho State University, Pocatello, Idaho; Master of Science, Chemistry, University of Nevada, Reno, Nevada  
Experience: Ms. Shartsis has experience teaching chemistry and organic chemistry courses and working as a lab assistant at the University of Nevada, Reno.

Smith, Nicholas  
Instructional Aide  
WC
Hourly Rate: $7.25  
Education: Associate of Applied Science, Manufacturing Technology, Central New Mexico College, Albuquerque, New Mexico  
Experience: Mr. Smith has three years experience working in the clean room laboratory as a laboratory assistant at the University of New Mexico.

Stone, Athena  
Van Driver  
NW
Hourly Rate: $8.30  
Education: Coursework, Pima Community College  

(Continued)
Experience: Ms. Stone has one year experience as a van driver for the Cadet Teaching program at the Flowing Wells School District. She has three years experience working with junior high school students as an instructor for AIMS testing.

Toth, Carolyn                           Program Assistant          CC  
Hourly Rate: $17.66
Education: Bachelor of Arts, Liberal Arts and Cultural Anthropology, University of Colorado, Denver, Colorado
Experience: Ms. Toth has three years experience as a customer service representative at Canadian Meds USA. She has five years experience as a real estate agent at Keller Williams Realty.

Ueshina, Toshiharu                      Laboratory Specialist       WC  
Hourly Rate: $17.66
Education: Bachelor of Fine Arts, San Francisco Art Institute, San Francisco, California; Master of Fine Arts, Photography, Arizona State University
Experience: Mr. Ueshina has five years experience as faculty and head of photography at Clemson University, Clemson, South Carolina. He has four years experience as an adjunct faculty at Pima Community College and has experience in the wet and digital labs’ equipment and procedures.

Yamaguchi, Sage                         Laboratory Assistant         EC  
Hourly Rate: $12.71
Education: Coursework, Pima Community College
Experience: Mr. Yamaguchi is currently employed by Central Alarm as a dispatcher. He has EMT-Basic, state and national; Cardio Pulmonary Resuscitation certification; and coursework in Hazardous Materials (HAZMAT). Mr. Yamaguchi has been a volunteer tutor for the EMT 100 course at Pima Community College.

Approvals

Contact Person  Janet L. May  10/25/10  
Janet L. May
Chancellor  Dr. Roy Flores
Intergovernmental Agreement: Pima Community College for the Pima County Joint Technological Educational District for the Tech Prep Articulated Credit Program

Recommendation:

The Chancellor recommends that the Board of Governors approve the Intergovernmental with the Joint Technology Education District for the Tech Prep Articulated Credit Program. Pima Community College and high school districts throughout Pima and Santa Cruz Counties have maintained articulation agreements. The intent of secondary school articulation is to provide college credit to students for prior learning of competencies that are equivalent to those required in Pima Community College courses. If the competencies are deemed equivalent and an articulation agreement is approved, then a secondary school student who enrolls at Pima Community College will have the opportunity to enroll in advanced skills course work without repeating competencies already achieved.

The term of the agreement will be from July 1, 2010 through June 30, 2013.

Justification:

The purpose of this Agreement is to provide articulated COLLEGE credit to AGENCY students completing courses identified in approved Tech Prep Secondary Sequences with a grade of “B” or better. This Agreement is based upon the mutual desire of the AGENCY and the COLLEGE to provide high school students with opportunities to receive early college credit in occupational programs that lead to postsecondary certificates and degrees, and eliminate unnecessary duplication of instruction. AGENCY students must complete a COLLEGE Application for Admission prior to the award of any articulated credit. Articulated credit will appear as transfer-in credit on the student’s official COLLEGE transcript.

College Plan Initiative:

This program supports the 2008-2011 College Plan Initiative 1: Provide Evidence of Student Learning and Teaching Effectiveness, Strategy 1.1.4, which states: Increase high school offerings through dual enrollment for occupational/workforce including Tech Prep and the Pima County Joint Technological Educational District (JTED). 1.1.8, which states: Increase enrollment and offerings for Tech Prep, JTED, and workforce students.

Financial Considerations:

None
Intergovernmental Agreement: Pima Community College for the Joint Technological Educational District for the Tech Prep Articulated Credit Program

Date: 11/10/10
Page 2

Approvals

Contact Person
Dr. Suzanne Miles

Chancellor
Dr. Roy Flores
**ACTIO N ITEM**

**Meeting Date:** 11/10/10  
**Item Number:** 14.6

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<thead>
<tr>
<th><strong>Item Title</strong></th>
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</table>
| Intergovernmental Agreement for Funds Granted Under the American Recovery and Reinvestment Act of 2009 | Dr. David Bea  
Executive Vice Chancellor for Finance and Administration  
(206-4519) |

**Recommendation:**

The Chancellor recommends that the Board of Governors approve the Intergovernmental Agreement between the College and the Governor's Office of Economic Recovery, enabling the College to apply for fiscal year 2011 State Fiscal Stabilization funds.

**Justification:**

The Governor's Office of Economic Recovery was established by Governor Brewer to oversee and discharge funds granted under the American Recovery and Reinvestment Act of 2009 (ARRA). The College is a qualified public institution of higher education and is eligible to receive ARRA State Fiscal Stabilization Funds. The College will receive funds on a cost reimbursement basis upon receipt, review, and approval of payment request forms that illustrate the College's expenditures by line item.

**College Plan Initiative:**

College Plan 2008-2011 Initiatives 1-7 are all supported by this action item.

**Financial Considerations:**

As a public institution of higher education, the College has applied for and is eligible to receive up to $54,085.22 for fiscal year 2011, via the State Fiscal Stabilization Fund of the American Recovery and Reinvestment Act (ARRA).

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**Approvals**

<table>
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<tr>
<th><strong>Contact Person</strong></th>
<th><strong>Chancellor</strong></th>
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<tr>
<td>Dr. David Bea</td>
<td>Dr. Roy Flores</td>
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</table>
ACTION ITEM

Meeting Date: 11/10/10

Item Title  | Contact Person
-----------|-----------------
Contract: Pima Community College Website Redesign | Kirk Kelly, Vice Chancellor for Information Technology (206-4809)

Recommendation:

The Chancellor recommends that the Board of Governors approve a website redesign contract with Barkley/REI for an amount not to exceed $310,000.

Justification:

The site needs to be redesigned to reflect changes in the College and to implement new technologies which will enhance access to College information and provide more services to students and to the public. Part of this redesign will directly address access by mobile devices. As increasing numbers of Pima users access the website with mobile technologies, a sound mobile strategy is critical to providing a good user experience for this audience. In addition, over the past five years many web technologies have emerged that will provide quicker access to the information and offer a more interactive experience while providing a website that can grow with the College over time.

College Plan Initiative:

Plan Strategy 6.4, Improve College Communication
Plan Strategy 7.1, Increase public information about College operations

Financial Considerations:

The vendor was chosen through a competitive Request For Proposal (RFP) process. The College reviewed 11 web design proposals and received 3 vendor presentations. The Board of Governors approved the capital expenditure during the June 9th, 2010 board meeting.

Approvals

Contact Person

Chancellor

Dr. Roy Flores
ACTIONS ITEM

Meeting Date: 11/10/10

Item Title | Contact Person
---|---
Public Safety Personnel Retirement System | Dr. David Bea
Local Board Membership | Executive Vice Chancellor for Finance and Administration (206-4519)

Recommendation:
The Chancellor recommends that the Board approve the appointment of Janet May, to the Public Safety Personnel Retirement System local board as set forth below.

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

Doreen Armstrong has been serving as the PCCCD personnel department representative since July 1, 2010 and it is recommended that Janet May serve as the PCCCD personnel department representative effective November 11, 2010.

College Plan Initiative:
None.

Financial Considerations:
None.

Approvals

Contact Person | Dr. David Bea
Chancellor | Dr. Roy Flores
Meeting Date: 11/10/10  

**Item Title**  
Curriculum Recommendations – New Occupational Program:  
Law Enforcement Academy – Associate of Applied Science  

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

**Recommendation:**

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following occupational program: Law Enforcement Academy – Associate of Applied Science.

**Justification:**

This proposed Community Campus occupational degree is designed to meet a community need for an open-enrollment program intended for students interested in a law enforcement career. Law enforcement agencies, especially rural and smaller municipalities, have requested a community program to provide a pool of potential employees. There is also interest from community members who are seeking employment in law enforcement since completing the program would improve the likelihood of being hired by an agency. Graduates of this degree who qualify for AZPOST certification as a Basic Peace Officer are eligible to work immediately upon hire by a law enforcement agency. Although this program currently exists as a concentration within a Workforce program, offering it as a separate occupational degree increases the probability that the degree will transfer, and provides students in the program the opportunity to qualify for financial aid, which is not true with contracted Workforce programs.

**College Plan Initiative:**

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

**Financial Considerations:**

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

**Approvals**

Contact Person  
Dr. Suzanne Miles

Chancellor  
Dr. Roy Flores
ACTIONS ITEM

Meeting Date: 11/10/10

Item Title
Curriculum Recommendations – Program Inactivation:
Computer Software Applications for Office Professionals Certificate for Direct Employment

Item Number: 14.10

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

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following program inactivation: Computer Software Applications for Office Professionals Certificate for Direct Employment.

Justification:

The Computer Software Applications for Office Professionals Certificate was designed to train program participants to master the most commonly used office software for entry-level positions as administrative assistants, office managers or other office professional positions. Downtown Campus recommends inactivating this program because of low enrollments and certificate graduates. Graduation rates over the past four years are as follows: no graduates in 2005 through 2008; and one graduate in 2009 and 2010.

College Plan Initiative:

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

Financial Considerations:

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

Approvals

Contact Person ____________________________
Dr. Suzanne Miles

Chancellor ________________________________
Dr. Roy Flores
Meeting Date: 11/10/10

Item Title
Curriculum Recommendations – Program Inactivation:
Computer Software Applications Specialist Certificate for Direct Employment

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

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following program inactivation: Computer Software Applications Specialist Certificate for Direct Employment.

Justification:

The Computer Software Applications Specialist Certificate was designed to increase program participant’s marketability by mastering the essentials of commonly used computer software applications. Downtown Campus recommends inactivating this program because of low enrollments and certificate graduates. Graduation rates over the past four years are as follows: no graduates from 2005 to 2008; and one graduate in 2009.

College Plan Initiative:

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

Financial Considerations:

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

Approvals

Contact Person
Dr. Suzanne Miles

Chancellor
Dr. Roy Flores
Meeting Date: 11/10/10

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<tr>
<th>Item Title</th>
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<tr>
<td>Curriculum Recommendations – Program Inactivation:</td>
<td>Dr. Suzanne Miles, Provost</td>
</tr>
<tr>
<td>Leadership Post Degree Certificate</td>
<td>and Executive Vice Chancellor (206-4999)</td>
</tr>
</tbody>
</table>

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following program inactivation: Leadership Post Degree Certificate.

Justification:

The Leadership Post Degree Certificate was designed to provide a pathway for transfer to Northern Arizona University’s Bachelor of Science degree in Public Management, or a pathway to professional development in leadership. Downtown Campus recommends inactivating this program because of low enrollments and certificate graduates. Graduation rates over the past four years are as follows: no graduates from 2005 to 2007; one graduate in 2008; and no graduates in 2009.

College Plan Initiative:

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

Financial Considerations:

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

Approvals

Contact Person: Dr. Suzanne Miles

Chancellor: Dr. Roy Flores
ACTION ITEM

Meeting Date: 11/10/10

Item Title: Curriculum Recommendations - New Center for Training & Development Program: Health Information Technology - Trainer Certificate

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

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following Center for Training & Development Program: Health Information Technology - Trainer Certificate.

Justification:

As a sub-recipient of a grant from the United States Department of Health and Human Services, through Los Rios Community College District, Pima Community College has received funds to train healthcare and information technology workers in electronic health records conversion from the national Health and Human Services Department, as part of the American Reinvestment and Recovery Act of 2009 (ARRA). This program is designed to prepare workers within six months in the kind of computerized health information systems that are being installed by hospitals and medical offices across the nation. Pima Community College is working closely with the Arizona Regional Extension Center (REC) to train up to 300 individuals in six different workforce roles over the two years of the grant.

This certificate meets the trainer role required in the grant. This program is for individuals with a previous background as a health professional, health information management specialist or medical librarian. Workers in this role design and deliver training programs to employees in clinical and public health settings.

College Plan Initiative:

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

Financial Considerations:

Since no matching funds or institutionalization of the program are required as a condition of the grant, there are no additional requests for funding associated with this action.

(Continued)
Approvals

Contact Person

Dr. Suzanne Miles

Chancellor

Dr. Roy Flores
Meeting Date: 11/10/10

Item Title

Curriculum Recommendations – New Center for Training & Development Program: Health Information Technology – Implementation Support Specialist Certificate

Contact Person

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

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following Center for Training & Development Program: Health Information Technology – Implementation Support Specialist Certificate.

Justification:

As a sub-recipient of a grant from the United States Department of Health and Human Services, through Los Rios Community College District, Pima Community College has received funds to train healthcare and information technology workers in electronic health records conversion from the national Health and Human Services Department, as part of the American Reinvestment and Recovery Act of 2009 (ARRA). This program is designed to prepare workers within six months in the kind of computerized health information systems that are being installed by hospitals and medical offices across the nation. Pima Community College is working closely with the Arizona Regional Extension Center (REC) to train up to 300 individuals in six different workforce roles over the two years of the grant.

This certificate meets the implementation support specialist role required in the grant. The support specialist will provide on-site user support for the period of time before and during implementation of health IT system in clinical and public health settings. Workers in this role provide support services to be sure the technology is configured and functions properly.

College Plan Initiative:

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

Financial Considerations:

Since no matching funds or institutionalization of the program are required as a condition of the grant, there are no additional requests for funding associated with this action.

(Continued)
Approvals

Contact Person  
Dr. Suzanne Miles

Chancellor  
Dr. Roy Flores
Action Item

Meeting Date: 11/10/10  
Item Number: 14.15

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<tr>
<td>Curriculum Recommendations – New Center for Training &amp; Development Program: Health Information Technology – Practice Workflow and Information Management Redesign Specialist Certificate</td>
<td>Dr. Suzanne Miles, Provost and Executive Vice Chancellor (206-4999)</td>
</tr>
</tbody>
</table>

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following Center for Training & Development Program: Health Information Technology – Practice Workflow and Information Management Redesign Specialist Certificate.

Justification:

As a sub-recipient of a grant from the United States Department of Health and Human Services, through Los Rios Community College District, Pima Community College has received funds to train healthcare and information technology workers in electronic health records conversion from the national Health and Human Services Department, as part of the American Reinvestment and Recovery Act of 2009 (ARRA). This program is designed to prepare workers within six months in the kind of computerized health information systems that are being installed by hospitals and medical offices across the nation. Pima Community College is working closely with the Arizona Regional Extension Center (REC) to train up to 300 individuals in six different workforce roles over the two years of the grant.

This certificate meets the practice workflow and information management redesign specialist role required in the grant. This program is for students with an administrative background in healthcare or information technology but are not licensed clinical professionals. Workers in this role assist in reorganizing the work of a provider to improve health and care by taking full advantage of the features of health information technology.

College Plan Initiative:

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

Financial Considerations:

Since no matching funds or institutionalization of the program are required as a condition of the grant, there are no additional requests for funding associated with this action.

(Continued)
Curriculum Recommendations – New Center for Training & Development Program: Health Information Technology – Practice Workflow and Information Management Redesign Specialist Certificate

Approvals

Contact Person  
Dr. Suzanne Miles

Chancellor  
Dr. Roy Flores

Date: 11/10/10
Meeting Date: 11/10/10

Item Title

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

Recommendation:
Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following Center for Training & Development Program: Health Information Technology – Technical Software Support Specialist Certificate.

Justification:
As a sub-recipient of a grant from the United States Department of Health and Human Services, through Los Rios Community College District, Pima Community College has received funds to train healthcare and information technology workers in electronic health records conversion from the national Health and Human Services Department, as part of the American Reinvestment and Recovery Act of 2009 (ARRA). This program is designed to prepare workers within six months in the kind of computerized health information systems that are being installed by hospitals and medical offices across the nation. Pima Community College is working closely with the Arizona Regional Extension Center (REC) to train up to 300 individuals in six different workforce roles over the two years of the grant.

This certificate meets the technical software support specialist role required in the grant. This program is for students with a general background in information technology or health information management. Workers in this role support, on an ongoing basis, the technology deployed in clinical and public health settings.

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

Financial Considerations:
Since no matching funds or institutionalization of the program are required as a condition of the grant, there are no additional requests for funding associated with this action.

(Continued)

Date: 11/10/10

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Approvals

Contact Person

Dr. Suzanne Miles

Chancellor

Dr. Roy Flores
Meeting Date: 11/10/10

Item Title: Curriculum Recommendations – New Center for Training & Development Program: Health Information Technology – Clinician/Practitioner Consultant Certificate

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

Recommendation:

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following Center for Training & Development Program: Health Information Technology – Clinician/Practitioner Consultant Certificate.

Justification:

As a sub-recipient of a grant from the United States Department of Health and Human Services, through Los Rios Community College District, Pima Community College has received funds to train healthcare and information technology workers in electronic health records conversion from the national Health and Human Services Department, as part of the American Reinvestment and Recovery Act of 2009 (ARRA). This program is designed to prepare workers within six months in the kind of computerized health information systems that are being installed by hospitals and medical offices across the nation. Pima Community College is working closely with the Arizona Regional Extension Center (REC) to train up to 300 individuals in six different workforce roles over the two years of the grant.

This certificate meets the clinician/practitioner consultant role required in the grant. This program is for licensed clinical or public health professionals with significant experience in federal, state or local public health agencies. Workers in this role use their background and experience to assist in reorganizing the work of a provider to improve health and care by taking full advantage of the features of health information technology.

College Plan Initiative:

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

Financial Considerations:

Since no matching funds or institutionalization of the program are required as a condition of the grant, there are no additional requests for funding associated with this action.
Approval

Contact Person

Dr. Suzanne Miles

Chancellor

Dr. Roy Flores
Curriculum Recommendations – New Center for Training & Development Program: Health Information Technology – Implementation Manager Certificate

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

Per Board Policy 3106, Curriculum Development, the Chancellor recommends that the Board of Governors approve the following Center for Training & Development Program: Health Information Technology – Implementation Manager Certificate.

Justification:

As a sub-recipient of a grant from the United States Department of Health and Human Services, through Los Rios Community College District, Pima Community College has received funds to train healthcare and information technology workers in electronic health records conversion from the national Health and Human Services Department, as part of the American Reinvestment and Recovery Act of 2009 (ARRA). This program is designed to prepare workers within six months in the kind of computerized health information systems that are being installed by hospitals and medical offices across the nation. Pima Community College is working closely with the Arizona Regional Extension Center (REC) to train up to 300 individuals in six different workforce roles over the two years of the grant.

This certificate meets the implementation manager role required in the grant. This program is for students experienced in health and/or information technology environments as well as some administrative or managerial experience. Workers in this role will provide on-site management of mobile adoption support teams for the period before and during implementation of the health information technology systems in clinical and public health settings.

College Plan Initiative:

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

Financial Considerations:

Since no matching funds or institutionalization of the program are required as a condition of the grant, there are no additional requests for funding associated with this action.

(Continued)
Approvals

Contact Person

[Signature]
Dr. Suzanne Miles

Chancellor

[Signature]
Dr. Roy Flores
**Meeting Date:** 11/10/10  
**Item Number:** 15.0

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| Ventana Medical Systems, Inc. Foreign Trade Zone Agreement | Dr. David Bea  
Executive Vice Chancellor for Finance and Administration (206-4519) |

**Recommendation:**

The Chancellor recommends that the Board of Governors authorize an agreement with Ventana Medical Systems, Inc. specifying that the College will support the Ventana Medical Systems, Inc. Foreign Trade Zone sub-zone application in exchange for Ventana Medical Systems, Inc. compensating the College for the loss in property tax revenues due to the Foreign Trade Zone sub-zone designation.

**Justification:**

Ventana Medical Systems, Inc. (Ventana) has been working with Tucson Regional Economic Opportunities (TREO) to attain a Foreign Trade Zone (FTZ) subzone classification for its current and planned operations, which are located on E. Innovation Park Drive, Oro Valley. FTZ is a special zoning designation that allows property to be treated as though it is legally outside of the U.S. Custom’s territory. As such, merchandise may be brought in and stored duty-free without full customs formalities. Arizona is one of six states that provide a reduced tax assessment valuation rate for FTZ property. Whereas Arizona commercial property is currently assessed at a rate of 0.21, FTZ property is assessed at a rate of 0.05.

In order to attain FTZ status, Ventana must file an application with TREO, which serves as the local grantee entity for the federal process. As part of the federal process, Ventana is required to attain letters from the local taxing entities that will be affected by the FTZ designation. Ventana has agreed to annually compensate the College for the loss in property tax revenues due to the FTZ subzone classification.

**College Plan Initiative:**

Initiative 4 – Create Foundations for Creativity and Innovation  
Strategy 4.3 – Expand and develop community connections  
College Goal 6 – To create partnerships with business and industry, the local schools, government, and other constituencies that enhance the community.

**Financial Considerations:**

Under this agreement, the College will receive annual payments from Ventana starting when the property attains FTZ subzone classification and is assessed at the lower valuation rate. Because (Continued)
Ventana has not yet expanded operations, an estimate of the value of the FTZ property is unknown and therefore the estimated payment in lieu of taxes to the College cannot be accurately calculated at this time.

Approvals

Contact Person

Dr. David Bea

Chancellor

Dr. Roy Flores