Pima County Community College District
Board of Governors

REGULAR MEETING

January 11, 2011
7:00 p.m.

Pima County Community College Office
Community/Board Room
4905 East Broadway
Tucson, Arizona 85709-1005
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 11th day of January, 2011, 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 6th day of January 2011.

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

7. Report — Chairperson of the Board
   • Authorization of Executive Session on February 9, 2011

8. Report — Secretary of the Board
General Matters (Continued)

9. Report — Chancellor


Information Items

11. Separations from Employment

Action Items

12. Approval of Minutes
   Regular Meeting of December 8, 2010

13. Consent Agenda

   13.1 New Appointments

   13.2 Adjunct Faculty Appointments

   13.3 Temporary Appointments

   13.4 Grant Proposal: Bill and Melinda Gates Foundation,
       Completion by Design

   13.5 Intergovernmental Agreement: Avra Valley Fire District

   13.6 Curriculum Recommendations – Program Inactivation: Optical
       Systems Technology – Associate of Applied Science Degree for Direct
       Employment

   13.7 Curriculum Recommendations – Program Inactivation: Information
       Technology Specialist – Associate of Applied Science Degree for Direct
       Employment

   13.8 Curriculum Recommendations – Program Inactivation: Automated
       Systems Technology – Associate of Applied Science Degree for Direct
       Employment

   13.9 Curriculum Recommendations – Program Inactivation: Computer
       Technology – Certificate for Direct Employment

   13.10 Curriculum Recommendations – Program Inactivation:
       Electro-Optical Assembly and Testing – Certificate for Direct Employment

   13.11 Curriculum Recommendations – Program Inactivation: Optical
       Manufacturing – Certificate for Direct Employment
Action Items (Continued)

13.12 Curriculum Recommendations – Workforce Program Inactivation:
Advanced Business and Industry Technology Certificate –
Career and Technical Education

13.13 Lease: Eastside Learning Center

Adjournment

Regular Meeting
February 9, 2011, 7:00 p.m.
District Office
Community Board Room
4905C East Broadway
Tucson, AZ 85709-1010
# GENERAL MATTERS/REPORTS

Meeting Date: 1/11/11

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

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Staff Representatives
5. Student Representatives
6. Faculty Representatives
7. Report—Chairperson of the Board
   - Authorization of Executive Session on February 9, 2011
8. Report—Secretary of the Board
9. Report—Chancellor

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**Approval**

Chancellor [Signature]

Dr. Roy Flores
REPORT - NOVEMBER 2010 Financial Statements

Recommendation:

Attached are the financial statements showing preliminary 2010/11 fiscal year results through November 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 November. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end is approximately $34.6 million. This is more than the November 2009 net assets increase of $28.8 million but still consistent with our expectations.

In terms of operational performance, General Fund revenues and expenditures are in line with budget and our expectations. Personal services expenditures and commitments are 78.8 percent of the budget, which is slightly lower than the previous year. Services and supplies expenditures and commitments are approximately 57.4 percent of the budget, which is slightly higher than the previous year.

Statement of Net Assets

As shown in The Statement of Net Assets, total net assets at the end of November are $233.7 million, which is an increase of $17.7 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
# Statement of Net Assets

**30-Nov-10**

(Preliminary)

<table>
<thead>
<tr>
<th>Assets</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Assets</strong></td>
<td>General</td>
<td>Auxiliary and Restricted</td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td>$66,541,522</td>
<td>$3,267,661</td>
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<tr>
<td>Receivables</td>
<td>$3,465,128</td>
<td>0</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$13,341,234</td>
<td>(13,710)</td>
</tr>
<tr>
<td>Government Grants and Contracts</td>
<td>0</td>
<td>3,201,576</td>
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<tr>
<td>Student Loans (net of allowances)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>$1,258,285</td>
<td>189,649</td>
</tr>
<tr>
<td>Inventories</td>
<td>$222,846</td>
<td>0</td>
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<tr>
<td>Prepaid Expenses</td>
<td>$156,641</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>$84,985,656</td>
<td>6,645,176</td>
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<tr>
<td><strong>Noncurrent Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted Cash and Cash Equivalents</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Notes Receivable (net of allowances)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other Long-term Investments</td>
<td>1,422,973</td>
<td>0</td>
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<tr>
<td>Investments in Real Estate</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Capital Assets</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Land</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Buildings &amp; Leasehold Improvements (net of depreciation)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Construction in Progress</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Equipment (net of depreciation)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Library Books (net of depreciation)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Noncurrent Assets</strong></td>
<td>1,422,973</td>
<td>0</td>
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<tr>
<td><strong>Total Assets</strong></td>
<td>$86,408,629</td>
<td>$6,645,176</td>
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<table>
<thead>
<tr>
<th>Liabilities</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
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<tr>
<td>Accrued Payroll and Benefits</td>
<td>$1,942,925</td>
<td>$1,942,925</td>
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<tr>
<td>Accounts Payable and Accrued Liabilities</td>
<td>$ (587,692)</td>
<td>$ (3,081)</td>
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<tr>
<td>Deposits Held in Custody</td>
<td>0</td>
<td>436,037</td>
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<tr>
<td>Current Portion of Long-term Liabilities</td>
<td>$4,379,027</td>
<td>0</td>
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<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>$5,734,260</td>
<td>$6,372,057</td>
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<tr>
<td><strong>Noncurrent Liabilities</strong></td>
<td></td>
<td></td>
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<tr>
<td>Deferred Revenue</td>
<td>5,650</td>
<td>5,650</td>
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<tr>
<td>Long-term Liabilities</td>
<td>$3,012,269</td>
<td>18,250,000</td>
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<tr>
<td><strong>Total Noncurrent Liabilities</strong></td>
<td>$3,017,919</td>
<td>18,250,000</td>
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<tr>
<td><strong>Total Liabilities</strong></td>
<td>$8,752,179</td>
<td>$6,372,057</td>
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<table>
<thead>
<tr>
<th>Net Assets</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invested in Capital Assets (net of related debt)</td>
<td>$80,421,362</td>
<td>$80,421,362</td>
</tr>
<tr>
<td>Restricted for:</td>
<td></td>
<td></td>
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<tr>
<td>Loans</td>
<td>1,751,191</td>
<td>1,751,191</td>
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<tr>
<td>Debt Service</td>
<td>7,452,325</td>
<td>7,452,325</td>
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<tr>
<td>Other (Capital Projects)</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Grants and Contracts</td>
<td>$1,788,844</td>
<td>0</td>
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<tr>
<td>Unrestricted</td>
<td>$77,656,450</td>
<td>4,849,957</td>
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<tr>
<td><strong>Total Net Assets</strong></td>
<td>$77,656,450</td>
<td>6,638,801</td>
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</table>
### Statement of Revenues, Expenses and Changes in Net Assets

For Five Months Ending November 30, 2010

<table>
<thead>
<tr>
<th></th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CURRENT FUNDS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>OPERATING REVENUES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General</td>
<td>$35,845,342</td>
<td>$32,035,353</td>
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<tr>
<td>Auxiliary and Restricted</td>
<td>$1,007,244</td>
<td>$1,738,304</td>
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<tr>
<td>Plant and Other Funds</td>
<td>$36,852,586</td>
<td>$33,783,657</td>
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<tr>
<td><strong>Total All Funds</strong></td>
<td>$37,128,688</td>
<td>$35,804,137</td>
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<tr>
<td><strong>OPERATING EXPENSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Educational and General</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$20,998,937</td>
<td>$22,811,297</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$9,186,793</td>
<td>$10,967,464</td>
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<tr>
<td>Student Services</td>
<td>$8,305,139</td>
<td>$9,121,406</td>
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<tr>
<td>Institutional Support</td>
<td>$11,995,633</td>
<td>$12,182,883</td>
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<tr>
<td>Operation and Maintenance of Plant</td>
<td>$4,686,736</td>
<td>$7,792,101</td>
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<tr>
<td>Depreciation</td>
<td>$792,102</td>
<td>$1,995,633</td>
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<tr>
<td>Student Financial Aid</td>
<td>$614</td>
<td>$1,295,886</td>
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<tr>
<td>Auxiliary Enterprises</td>
<td>$335,236</td>
<td>$837,924</td>
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<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>$55,565,954</td>
<td>$85,314,009</td>
</tr>
<tr>
<td><strong>Net Operating Gain (Loss)</strong></td>
<td>($18,837,266)</td>
<td>($46,723,827)</td>
</tr>
<tr>
<td><strong>NONOPERATING REVENUES (EXPENSES)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Appropriations</td>
<td>$7,971,050</td>
<td>$7,971,050</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$43,541,706</td>
<td>$49,059,962</td>
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<tr>
<td>Federal Grants</td>
<td>$41,463</td>
<td>$28,100,676</td>
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<tr>
<td>State and Local Grants</td>
<td>$332,526</td>
<td>$74,132,876</td>
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<tr>
<td>State Shared Sales Taxes</td>
<td>$579,881</td>
<td>$636,767</td>
</tr>
<tr>
<td>Gifts</td>
<td>$129</td>
<td>$420,201</td>
</tr>
<tr>
<td>Investment Income</td>
<td>$128,777</td>
<td>$287,283</td>
</tr>
<tr>
<td>Interest on Capital Asset (related debt)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Net Non-Operating Revenues</strong></td>
<td>$51,683,125</td>
<td>$78,577,376</td>
</tr>
<tr>
<td>Income before Other Revenues, Expenses, Gains, or Losses</td>
<td>$32,845,859</td>
<td>$28,847,504</td>
</tr>
<tr>
<td>Transfers</td>
<td>$20,949,898</td>
<td>$34,616,042</td>
</tr>
<tr>
<td>Capital Appropriations</td>
<td>$32,383,815</td>
<td>$0</td>
</tr>
<tr>
<td>Capital Gifts and Grants</td>
<td>$30,868,650</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Increase (Decrease) in Net Assets</strong></td>
<td>$4,967,309</td>
<td>$28,847,504</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net Assets - Beginning of Period</td>
<td>$72,689,241</td>
<td>$187,158,764</td>
</tr>
<tr>
<td>Net Assets - End of Period</td>
<td>$87,656,540</td>
<td>$216,006,268</td>
</tr>
</tbody>
</table>
### Educational and General

<table>
<thead>
<tr>
<th>Function</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ADJUSTED BUDGET</strong></td>
<td>$ 62,419,842</td>
<td>$ 36,475,369</td>
</tr>
<tr>
<td><strong>TOTAL COMMITTED AMOUNT</strong></td>
<td>$ 38,070,901</td>
<td>$ 24,348,941</td>
</tr>
<tr>
<td><strong>% AVAILABLE BUDGET</strong></td>
<td>61.0%</td>
<td>69.3%</td>
</tr>
<tr>
<td><strong>TOTAL COMMITTED</strong></td>
<td>$ 22,286,582</td>
<td>$ 20,245,733</td>
</tr>
<tr>
<td><strong>% AVAILABLE BUDGET</strong></td>
<td>94.8%</td>
<td>87.2%</td>
</tr>
<tr>
<td><strong>ADJUSTED BUDGET</strong></td>
<td>$ 28,811,102</td>
<td>$ 16,668,767</td>
</tr>
<tr>
<td><strong>TOTAL COMMITTED AMOUNT</strong></td>
<td>$ 23,025,215</td>
<td>$ 20,958,077</td>
</tr>
<tr>
<td><strong>% AVAILABLE BUDGET</strong></td>
<td>81.1%</td>
<td>78.7%</td>
</tr>
<tr>
<td><strong>ADJUSTED BUDGET</strong></td>
<td>$ 12,639,743</td>
<td>$ 8,918,789</td>
</tr>
<tr>
<td><strong>TOTAL COMMITTED AMOUNT</strong></td>
<td>$ 9,043,233</td>
<td>$ 7,263,396</td>
</tr>
<tr>
<td><strong>% AVAILABLE BUDGET</strong></td>
<td>71.5%</td>
<td>91.0%</td>
</tr>
<tr>
<td><strong>ADJUSTED BUDGET</strong></td>
<td>$ 1,345,438</td>
<td>$ 7,558,966</td>
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<tr>
<td><strong>TOTAL COMMITTED AMOUNT</strong></td>
<td>$ 792,102</td>
<td>100.0%</td>
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<tr>
<td><strong>% AVAILABLE BUDGET</strong></td>
<td>58.9%</td>
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</table>

**Other Expenses**

<table>
<thead>
<tr>
<th>Function</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfers</td>
<td>$ 27,879,000</td>
<td>$ 27,878,650</td>
</tr>
<tr>
<td>% Available Budget</td>
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<tr>
<td>Fund balance reserved for contingency</td>
<td>$ 5,946,910</td>
<td>$ 5,946,910</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>0.0%</td>
<td></td>
</tr>
</tbody>
</table>

**Total Expenditures by Function**

<table>
<thead>
<tr>
<th>Function</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL</strong></td>
<td>$ 187,604,000</td>
<td>$ 111,552,340</td>
</tr>
<tr>
<td>% COMMITTED</td>
<td>73.1%</td>
<td>71.6%</td>
</tr>
<tr>
<td>% AVAILABLE BUDGET</td>
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<td></td>
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</table>

### Personal Services

<table>
<thead>
<tr>
<th>Account</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ADMINISTRATIVE PERSONNEL</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$ 6,612,000</td>
<td>$ 6,102,170</td>
<td>$ 6,293,505</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>92.3%</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>ADDITIONAL COMPENSATION - FACULTY</strong></td>
<td>$ 1,159,465</td>
<td>$ 2,367,939</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>65.9%</td>
<td>87.2%</td>
</tr>
<tr>
<td><strong>ADJUNCT FACULTY</strong></td>
<td>$ 15,379,964</td>
<td>$ 9,068,077</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>88.7%</td>
<td>76.8%</td>
</tr>
<tr>
<td><strong>CLASSIFIED STAFF</strong></td>
<td>$ 37,715,497</td>
<td>$ 677,300</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>98.2%</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>OTHER COMPENSATION</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>STUDENT EMPLOYMENT / WORKSTUDY</strong></td>
<td>$ 31,274</td>
<td>$ 10,654</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>65.9%</td>
<td>71.4%</td>
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<tr>
<td><strong>FRINGE BENEFITS</strong></td>
<td>$ 23,818,764</td>
<td>$ 14,881,312</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>37.5%</td>
<td>66.6%</td>
</tr>
</tbody>
</table>

**Total Personal Services**

| **TOTAL**                       | $ 114,931,697 | $ 86,723,244 |
| % COMMITTED                      | 78.8%        | 79.3%        |
| % AVAILABLE BUDGET              |            |            |

### Services and Supplies

<table>
<thead>
<tr>
<th>Account</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>COMMUNICATIONS AND UTILITIES</strong></td>
<td>$ 6,172,245</td>
<td>$ 2,424,347</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>38.6%</td>
<td>39.5%</td>
</tr>
<tr>
<td><strong>TRAVEL</strong></td>
<td>$ 2,841,090</td>
<td>$ 698,826</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>21.2%</td>
<td>25.7%</td>
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<tr>
<td><strong>CONTRACTUAL SERVICES</strong></td>
<td>$ 10,164,068</td>
<td>$ 7,615,627</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>89.2%</td>
<td>76.3%</td>
</tr>
<tr>
<td><strong>SUPPLIES AND MATERIALS</strong></td>
<td>$ 8,221,379</td>
<td>$ 3,411,190</td>
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<tr>
<td>% Available Budget</td>
<td>42.5%</td>
<td>57.9%</td>
</tr>
<tr>
<td><strong>STUDENT FINANCIAL AID</strong></td>
<td>$ 1,345,438</td>
<td>$ 726,639</td>
</tr>
<tr>
<td>% Available Budget</td>
<td>58.9%</td>
<td>36.2%</td>
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<td><strong>CURRENT FIXED CHARGES</strong></td>
<td>$ 3,179,570</td>
<td>$ 1,963,227</td>
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<tr>
<td>% Available Budget</td>
<td>62.4%</td>
<td>66.1%</td>
</tr>
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**Total Services and Supplies**

| **TOTAL**                       | $ 31,923,790 | $ 16,839,856 |
| % COMMITTED                      | 57.4%        | 56.7%        |
| % AVAILABLE BUDGET              |            |            |

### Capital Equipment

<table>
<thead>
<tr>
<th>Account</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
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<tbody>
<tr>
<td><strong>TRANSFERS</strong></td>
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<td><strong>CONTINGENCY AND RESERVES</strong></td>
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<td>% Available Budget</td>
<td>9.7%</td>
<td>23.0%</td>
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</tbody>
</table>

**Total Expenditures by Account**

| **TOTAL**                       | $ 187,604,000 | $ 111,552,340 |
| % COMMITTED                      | 73.1%        | 71.6%        |
| % AVAILABLE BUDGET              |            |            |
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

COMMITMENTS FOR INSTRUCTION

FY 10 $35.2 M
FY 11 $36.8 M

COMMITMENTS FOR ACADEMIC SUPPORT

FY 10 $19.9 M
FY 11 $18.5 M

COMMITMENTS FOR STUDENT SERVICES

FY 11 $18.3 M
FY 10 $16.1 M
Separations from Employment

Recommendation:

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

Retirements

Clark, Linda A.
Director
DO-Administration
Effective: 1/31/11

Linda Clark began employment in 1990 as the internal auditor for the College and has served in this role her entire career at the College.

Fimbres, Rafael D.
Trades/Maintenance Specialist
DO-Plant Operations and Maintenance
Effective: 1/31/11

Rafael Fimbres began employment in 1998 as a Stationary Engineer at the West Campus power plant. He has also served as an Acting Supervisor, Building Services.

Leon, Graciela Martinez
Program Assistant
DO-Marketing Operations
Effective: 12/10/10

Graciela Martinez Leon began regular employment in 1994 as an Administrative Aide at the Desert Vista Campus. She also served as an Adjunct Faculty, Graphic Production Specialist and Media Designer.

(Continued)
Moen, Orlin “Skip” W.
Facilities and Operations Manager
DO-Plant Operations and Maintenance
Effective: 2/28/11

Orlin Moen began regular employment in 1991 as a Stationary Engineer at the East Campus. He has also served as an Acting Central Plant Supervisor and Supervisor of Building Services.

Morris, Duane M.
Trades/Maintenance Specialist
DC-Machine Maintenance
Effective: 1/7/11

Duane Morris began employment in 1989 as a Laboratory Technician in Machine Maintenance at the Downtown Campus. He has also served as an Adjunct Faculty and Machine Maintenance Technician.

Ruiz, Alice R.
Support Coordinator
DO-Human Resources
Effective: 1/14/11

Alice Ruiz began employment in 1987 as a Secretary. She has also served as an Administrative Secretary, Secretary to the Chancellor, College and Community Relations Specialist, Marketing and Public Relations Specialist, and Support Coordinator for Human Resources.

Sandberg, Donna J.
Student Services Advanced Specialist
DV-Center for Training and Development
Effective: 3/1/11

Donna Sandberg began regular employment in 1997 as a Program Specialist at the Desert Vista Campus. She has also served as a Job Development Specialist and Student Services Specialist.

Separations from Employment

Clark, Renee A.
Support Specialist
DO-Curriculum & Articulation
Effective: 1/3/11
Reason: Relocation

(Continued)
Ireland, Lindsay D.
Program Coordinator
CC-Teacher Education
Effective: 12/23/10
Reason: Other employment

Thompson, Tatiana N.
Student Services Specialist
DO-Financial Aid
Effective: 12/13/10
Reason: Family

Vince, Alma J.
Program Coordinator
NW-Upward Bound
Effective: 11/24/10
Reason: Dissatisfied with working conditions

Approvals

Contact Person
Janet L. May

Chancellor
Dr. Roy Flores
### ACTION ITEM

**Meeting Date:** 1/11/11  
**Item Number:** 12  
**Item Title:** Unapproved Minutes of the Regular Meeting December 8, 2010  
**Contact Person:** Chancellor’s Office  
(206-4747)

### Recommendation:

The unapproved minutes of the Regular Meeting of December 8, 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, December 8, 2010 at 7:30 p.m., in the A-109/112 Conference Room, Community Campus, 401 N. Bonita Avenue, Tucson, AZ 85709-5000.

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
Kimlisa Duchicela, Faculty
Mary Carroll, Student
Khutso Choshi, Student

RECORDING SECRETARY
Courtney Lugo

ADMINISTRATION
Roy Flores, Chancellor
Lou Albert, President, West Campus
Christal Albrecht, President, Desert Vista Campus
Doreen Armstrong, Executive Director, Employee Consulting & Personnel Services
David Bea, Executive Vice Chancellor, Finance and Administration
Vicki Cook, Vice President of Instruction
Charlotte Fugett, President, East Campus
Donna Gifford, Vice President of Instruction
Mary Beth Ginter, Academic Dean
Jerry Haynes, Vice President of Student Development
Patricia Houston, Academic Dean
Rachelle Howell, Assistant Vice Chancellor for Marketing

Kirk Kelly, Vice Chancellor, Information Technology
Jana Kooi, President, Northwest Campus
Dee Lammers, Vice President of Instruction
Sylvia Lee, President, Community Campus
Mary Ann Martinez Sanchez, Vice President of Instruction
Janet May, Vice Chancellor for Human Resources
Marty Mayhew, Academic Dean
Leticia Menchaca, Assistant Vice Chancellor, Student Services
Lorraine Morales, Vice President of Student Development
Harry Muir, Vice President of Instruction
Brigid Murphy, Vice Provost and Assistant Vice Chancellor, Academic Services
Ann Parker, Vice President of Student Development
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 Athletics
Stan Steinman, Academic Dean
Heather Tilson, Senior Assistant to the Provost
Anne Vosberg, Vice President of Student Development
Daniel Wright, Academic Dean
Deborah Yoklic, Assistant Vice Chancellor
Darla Zirbes, Vice President of Student Development
Call to Order

Sherryn Marshall called the meeting to order at 7:45 p.m.

Pledge of Allegiance

Scott Stewart led the Pledge of Allegiance.

Public Comment and Reports

Public Comment

There were no requests to address the Board.

Staff Representatives

Rose Bolz and Shari Dill reported on the December 3 Staff Council Meeting. Highlights included the following: Bill Scurrah shared the results from the self study. Dr. Flores discussed state budget issues that will have an impact on higher education funding; admission requirements were also discussed. The liaison report included an update on Human Resources recruitment statistics. The next Staff Council meeting will be held on January 7th.

Student Representatives

Mary Carroll and Khutso Choshi reported on recent events from each campus. Highlights included: Community Campus: Student Pam Vandivort is a student coach at the Sonoran Science Academy and her team of students recently applied for a patent on one of their projects and was featured in a news story by KVOA. Desert Vista Campus: Student Government has partnered with the Diaper Bank of Southern Arizona to collect diapers for those below the poverty line in need of diapers for children and adults. Downtown Campus: Student Government has made arrangements to re-establish the Inter Campus Council meetings with the Student Governments at all campuses; a meeting will be held at Community Campus on January 14. East Campus: the 24th Annual Las Posadas Celebration took place on December 10, mariachis from Pueblo and Sunnyside High Schools performed and food and cash donations were collected for the Community Food Bank. Northwest Campus: The Northwest Campus has partnered again with the Marana Community Food Bank to host a food and money collection drive from
mid-November through mid-December. *West Campus:* 28
The Student Government’s service learning committee began
their Fall initiative “Adopt-a-Family,” working closely with
the Salvation Army; Student Government has already raised
over $800.

Faculty Representatives

Kimlisa Duchicela shared information from the December 3
Faculty Senate meeting. Following are highlights from that
report: Erin Eichelberger gave a brief announcement about
the “Maintain, Don’t Gain” weight maintenance program,
which promotes making healthy choices during the winter
break. Lorraine Morales gave a brief overview of the new
student Code of Conduct revisions and process. Janet May
gave a presentation on the new employee ID cards. Michelle
Anderson gave a presentation on the findings of the
Developmental Education and Retention Committee. Diann
Porter will serve an additional year long term as Senate
President, during which she will train a new president-elect.
PCCEA Report: Rita Flattley gave a PCCEA report and
update. Provost’s Report: Deborah Yoklic gave the
Provost’s Report and discussed the Higher Learning
Commission findings. Chancellor’s Report: Dr. Flores
discussed the budget. Dr. Flores also discussed differential
tuition, which is still being explored as a possibility for the
College. Open Forum: Mary Kris Macilwaine brought up
some concerns regarding the Grand Canyon Diploma.

Report — Chairperson of the Board

Chairperson Marshall wished everyone a happy holiday
season, and expressed her appreciation for the work that went
into the Board’s Holiday Reception and for all of those who
attended.

Motion to Authorize
Executive Session
PASSES

Motion No. 6981

Marty Cortez – M, Scott Stewart – S, to authorize an
Executive Session of the Board of Governors on January 11,
2011.

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 and the Board of Governors presented a plaque to faculty member Tamas Zsitvay in recognition of his retirement this month after 40 years with the College.

Michael Racy and Yvonne Anderson gave a legislative update. Mr. Racy noted that there are a large number of new state legislators and senators, and that with the creation of new committees the process of getting legislation passed is more difficult. Mr. Racy also discussed the state’s current budget deficit, which has grown even larger than expected due to tax revenues coming in below projections. There is the possibility of a jobs bill passing, which will include a property tax component and therefore have an effect on the College’s funding.

Chancellor Flores discussed Developmental Education, which is a major initiative in the next College Plan. Research is being done on what has been successful at other colleges across the country. The College is also looking at the possibility of admissions standards.

Darla Zirbes and Deborah Yoklic gave a brief update on a recent focus group regarding differential tuition. Recommendations from the students that participated included: making Fridays “General Education Days”; creating blocks of courses for specific programs; offering more express courses; and offering transportation between campuses.

Chancellor Flores noted that Items 16.0 and 17.0 will give more specific guidance on economic parameters during the Meet and Confer process.

Report — October 2010 Financial Statements

Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending September 30, 2010. He noted we are
continuing as expected, with an increase in net assets of approximately $18.7 million through the end of the month.

Information Items

Separations from Employment

Chairperson Marshall acknowledged the retirements of: Philip E. Franz and Angelina Leyvas and wished them well in their future endeavors. Chairperson Marshall also acknowledged the departure of Christal Albrecht, who has accepted an offer to become president of Florida State College at Jacksonville.

Student Aide Hires

Unclassified Pay Rates and Arizona Minimum Wage Increase

These items were noted as information items.

Action Items

Approval of Minutes

Motion No. 6982


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

Consent Agenda

Motion No. 6983


15.1 New Appointments
15.2 Adjunct Faculty Appointments
15.3 Temporary Appointments
15.4 Grant Proposal: NAFTA-Preneur: Developing Student International Entrepreneurial Skills Within a Cross-Cultural Environment
15.5 Teacher Preparation Agreement: Pima County Community College District and Arizona K-12 School Teacher-Intern Preparation Program

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

Meet and Confer Management Team

Motion No. 6984

Scott Stewart – M, Brenda Even – S, to approve the Meet and Confer Management Team.

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

Meet and Confer Economic Parameters

Motion No. 6985

Scott Stewart – M, Brenda Even – S, to approve the Meet and Confer Economic Parameters.

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

Adjournment

The meeting adjourned at 9:00 p.m.

__________________________
Secretary

__________________________
Date
Pima County Community College District
Board of Governors
4605C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 1/11/11
Item Number: 13

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

Recommendation:

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

13.1 New Appointments
13.2 Adjunct Faculty Appointments
13.3 Temporary Appointments
13.4 Grant Proposal: Bill and Melinda Gates Foundation, Completion by Design
13.5 Intergovernmental Agreement: Avra Valley Fire District
13.6 Curriculum Recommendations – Program Inactivation: Optical Systems Technology - Associate of Applied Science Degree for Direct Employment
13.7 Curriculum Recommendations – Program Inactivation: Information Technology Specialist - Associate of Applied Science Degree for Direct Employment
13.8 Curriculum Recommendations – Program Inactivation: Automated Systems Technology - Associate of Applied Science Degree for Direct Employment
13.13 Lease: Eastside Learning Center

Approval

Chancellor

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

ACTION ITEM

Date: 1/11/11

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.

Staff:

Cheng, David
Instructional Media Specialist
Hourly Rate: $16.25
Effective: 1/18/11
Education: Bachelor of Arts, Communications, Temple University, Philadelphia, Pennsylvania
Experience: Mr. Cheng has worked for Pima Community College since 2008 as a multimedia technology assistant. He also worked for Reading Area Community College in Reading, Pennsylvania, as a media lab assistant and as a database administrator for Penske Truck Leasing in Green Hills, Pennsylvania.
Recruitment Overview:
An external recruitment was conducted. Ten complete applications were received and reviewed. One candidate was invited to interview. The finalist was interviewed by Dr. Sylvia Lee, Campus President.

Approvals

Contact Person: Janet L. May
Chancellor: Dr. Roy Flores
Recommendation:

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

Justification:

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

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

Arnesen, Iris J.
Discipline(s): Accounting (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Accounting and Master of Accounting, University of Arizona
Experience: Ms. Arnesen has been working as the manager of accounts payable for Auto Breaks (Break Masters) since 2002. Her previous jobs included working as an accountant, an auditor, and a tax preparer. She has no formal teaching experience.

Badilla, Marisol
Discipline(s): History (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Studio Art, Mexican American Studies and Master of Science, Mexican American Studies, which is an acceptable field of study for certification in history, University of Arizona

(Continued)
Experience: Ms. Badilla has been a teaching assistant for Mexican American Studies courses at the University of Arizona for the last three years.

Brehm-Moline, Ann K.
Discipline(s): Spanish (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Spanish, University of Wisconsin, Madison, Wisconsin; Master of Arts, Hispanic Studies, University of Illinois, Chicago, Illinois.
Experience: Ms. Brehm-Moline worked as the director of sales and marketing for Sierra Madre Express for one year. In addition to working in the office, she escorted tourists to Mexico assisting them with cultural activities. She has no formal teaching experience.

Ciudad, Guillermo L.
Discipline(s): Management (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Business Administration and Master of Arts, Organizational Management, University of Phoenix.
Experience: Mr. Ciudad is currently working as an operations manager for Automation EZ in Tucson. Additionally, he is an adjunct professor for the School of Business, Universidad del Valle de Mexico, Nogales, Sonora Mexico. He teaches traditional and online business courses.

Fair, Zachary W.
Discipline(s): Computer Information Systems (Occupational)
Salary: $710 per load hour
Education: Bachelor of Science, Computer Engineering, University of Oklahoma, Norman, Oklahoma.
Experience: Mr. Fair is currently serving as a second lieutenant in the United States Air Force. His job duties include avionics and information systems engineering. Prior to this, he owned his own computer software business. He has more than ten years experience in the technology field.

Gaw, Joseph J.
Discipline(s): Nursing (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Nursing and Master of Science, Nursing Leadership in Health Care Systems, Grand Canyon University.
Experience: Since 2007, Mr. Gaw has been an emergency department nurse for the Oro Valley Hospital emergency department. Prior to that, he worked as an advanced emergency department nurse at St. Mary's Hospital. He has no formal teaching experience.
Holzer, Brenda M.
Discipline(s): Food Science & Nutrition (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Nutritional Science, University of Arizona; Master of Science, Nutrition and Food Science, Auburn University, Auburn, Alabama
Experience: Ms. Holzer has been working as a personal trainer at Better Bodies. Prior to that, she worked as an exercise specialist for ProActive Performance Institute in Tucson. She has no formal teaching experience.

Irving, Maxwell
Discipline(s): Religion (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Psychology/Religious Studies, University of Arizona; Master of Arts, Religious Studies, University of Colorado, Boulder, Colorado
Experience: Mr. Irving is currently working as an adjunct faculty teaching courses in ethics, medical ethics, and history of art for Brown-Mackie College in Tucson. Prior to that, he taught freshman composition, world religions, humanities, and philosophy of art.

Kern, Shannon M.
Discipline(s): English as a Second Language (Developmental)
Salary: $710 per load hour
Education: Bachelor of Arts, Teacher Education and Master of Arts, Linguistics, Northeastern Illinois University, Chicago, Illinois
Experience: Ms. Kern was an elementary school English as a Second Language resource teacher for seven years in Niles, Illinois. She also taught English and English as a Second Language courses for Central New Mexico Community College in Albuquerque for the last seven years before moving to Tucson.

Kursinski, Ana L., Ph.D
Discipline(s): Physics (Academic)
Salary: $710 per load hour
Education: Bachelor’s and Master’s unevaluated transcripts from the University of Bucharest in Romania; Doctor of Philosophy, Atmospheric Sciences, which is an acceptable field of study for Physics, University of Arizona
Experience: Dr. Kursinski is an atmospheric science research scientist for the University of Arizona. While she was getting her degree, she was a teaching assistant on the topic of global change for a period of three years at the University of Arizona.

Loustaunau, Sylvia M.
Discipline(s): Student Success (Academic)
Education: Bachelor of Arts, Sociology, University of Arizona; Master of Education, Counseling, Northern Arizona University
Experience: Ms. Loustaunau is currently working as a counselor for Desert View High School. Previously, she worked as an elementary school counselor for Vesey Elementary School, and in 2007 she was a substitute teacher for Sunnyside High School.

(Continued)
Morrison, Christopher M.
Discipline(s): Biology (Academic)
Education: Bachelor of Science, Engineering, Tulane University, New Orleans, Louisiana; 124 graduate credits towards a Doctor of Philosophy in Microbiology, University of Arizona
Experience: Mr. Morrison is currently pursuing a doctor of philosophy degree at the University of Arizona in microbiology with a minor in pathology. He currently works as a graduate research and teaching assistant for the University of Arizona.

Pearl, Kevin L.
Discipline(s): History, Humanities (Academic)
Human Resources Management (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Management/Human Resources, Park University, Parkville, Missouri; Master of Education, Human Resources, University of Louisville, Louisville, Kentucky; Master of Art, History-Capstone Option (Ancient and Classical History), American Public University System, Charles Town, West Virginia
Experience: Mr. Pearl currently works for C2 Technologies, Inc. in Tucson, as a contracted instructor for the United States Air Force. Previously, he worked as an enlisted language instructor/evaluator for the United States Air Force.

Pinson, Haru T., Ph.D.
Discipline(s): Mathematics (Academic)
Salary: $710 per load hour
Education: Bachelor of Mathematics, University of California, Berkeley, California; Master of Arts, Master of Philosophy, and Doctor of Philosophy, Mathematics, Columbia University in the City of New York, New York, New York
Experience: Dr. Pinson taught mathematics courses at the University of Arizona from 2000-2009. He was a visiting associate professor at Rutgers University for one year and at Kansas State University for one year. He worked as a researcher at Kyoto University, Japan for one year and at the University of Minnesota for one year.

Rosser, Daniel M.
Discipline(s): Mathematics (Academic)
Engineering (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, General Engineering, and Master of Science, Electrical Engineering, United States Naval Academy, Monterey, California, with sufficient graduate credits in mathematics.
Experience: Mr. Rosser has worked for Raytheon for the last four years as a senior principal engineer. He has no formal teaching experience.
Simon, Paul S., J.D.
Discipline(s): Administration of Justice (Academic)  
                      Student Success (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Psychology, University of California, San Diego, California;  
                      Master of Education, Counseling and Guidance, University of Arizona; Juris  
                      Doctor, University of Idaho, Moscow, Idaho
Experience: Mr. Simon has been a Justice of the Peace for Pima County since 1997. He was  
                      also a private practice attorney for seven years prior to becoming Justice of the  
                      Peace. He has no formal teaching experience.

Wallis, Shawna K.
Discipline(s): Computer Software Applications, Office Administrative Procedures  
                      (Occupational)
Salary: $710 per load hour
Education: Bachelor of Science, Business Education, St Mary’s of the Plains College, Hays,  
                      Kansas; Master of Science, Business Education, Emporia State University,  
                      Emporia, Kansas
Experience: Ms. Wallis has been an instructor teaching office occupation and computer  
                      software application courses since 1994 at Allen County Community College in  
                      Iola, Kansas; Bellevue Community College in Bellevue, Washington; and Illinois  
                      Central College in East Peoria, Illinois.

Approvals

Contact Person

Janet L. May

Chancellor

Dr. Roy Flores
ACTION ITEM

Date: 1/11/11

Item Title: Temporary Appointments

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

Recommendation:

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

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.

Blackwell, Susan “Celeste” Project Professional DC
Hourly Rate: $18.00 HITECH Online Development
Education: Bachelor of Arts, Political Science, Marymount Manhattan College, New York, New York
Experience: Ms. Blackwell has twenty years experience in computer services, implementation, and management for several advertising and marketing companies in the United States and Germany. She is currently a student at Pima Community College and proposed the creation of the online delivery system she will be developing.

Branch, Shelby Instructional Aide WC
Hourly Rate: $7.35 Winter Pima Writer’s Workshop
Education: Coursework, Pima Community College
Experience: Ms. Branch is employed as a tutor for Americorps at a local charter school. She volunteers for the Boys and Girls Clubs locally.

(Continued)
Brown, Jamie  
**Office Aide**  
**NW**  
**Hourly Rate:** $7.35  
**Education:** Coursework, Pima Community College  
**Experience:** Ms. Brown has four months experience in student services as a Federal Work Study aide. She has one year of customer service experience for a local restaurant.

Butler, Ryan  
**Tutor I**  
**WC**  
**Hourly Rate:** $7.35  
**Education:** Bachelor of Arts, Classics, University of Arizona; Master of Arts, English, Northern Arizona University  
**Experience:** Mr. Butler has one year experience as a graduate assistant teaching English Composition and Cinema Studies and one year experience tutoring English Composition for Northern Arizona University.

Caffrey, Bruce  
**Production Assistant II**  
**CC**  
**Hourly Rate:** $15.00  
**Education:** Coursework, University of Arizona  
**Experience:** Mr. Caffrey has ten years experience as a cinematographer, videographer and audio-visual technician for University Information Technology Services at the University of Arizona.

Campbell, Harold  
**Tutor I**  
**WC**  
**Hourly Rate:** $7.35  
**Education:** Bachelor of Science, Engineering Mathematics, University of Arizona; Master of Arts, Education-Curriculum and Instruction, Chapman University  
**Experience:** Mr. Campbell has sixteen years experience as a mathematics instructor with local schools. He has eleven years experience as an adjunct faculty in mathematics for Pima Community College.

Carrillo, Consuelo  
**Substitute Instructor**  
**CC**  
**Hourly Rate:** $20.53  
**Education:** Bachelor of Science, Information Management, Hermosillo Institute of Technology, Hermosillo, Sonora, Mexico  
**Experience:** Ms. Carrillo has two years experience as an Americorps teaching assistant, tutor, and instructor for the Family Literacy Corps at Pima Community College. She has two months experience as a literacy volunteer tutor.

Clark, Kathryn, D.V.M  
**Special Projects Manager**  
**EC**  
**Hourly Rate:** $40.00  
**Education:** Doctor of Veterinary Medicine, Ohio State University, Columbus, Ohio  
**Experience:** Dr. Clark has four years experience as a veterinarian for clinics in Casa Grande and Oro Valley. She has eleven years experience as a relief veterinarian for the company she originated, Paws for Relief, Inc.

(Continued)
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<th>Name</th>
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<th>Location</th>
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<th>Education</th>
<th>Experience</th>
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<tbody>
<tr>
<td>Cohen, Cary</td>
<td>Substitute Instructor</td>
<td>CC</td>
<td>$20.53</td>
<td>Pima College Adult Education-English Language, Basic Education and GED Preparation for Adults</td>
<td>Mr. Cohen has seven months experience as a volunteer teaching assistant in the English Language Acquisition for Adults classroom at Pima Community College. He has experience as a tutor in English as a Second Language for Pima Community College and for the International Rescue Committee.</td>
</tr>
<tr>
<td>Cohen, Jay</td>
<td>Tutor I</td>
<td>WC</td>
<td>$7.35</td>
<td>Bachelor of Arts, English and Journalism, Master of Arts, English and Secondary Education, The City College of New York, New York, New York</td>
<td>Mr. Cohen has thirty-two years experience teaching reading and English for Grace Dodge Career and Technical High School in The Bronx, New York. He has one year experience tutoring mathematics for Aroad2learning in Tucson.</td>
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<tr>
<td>Corn, Joshua</td>
<td>Instructor</td>
<td>CC</td>
<td>$20.53</td>
<td>Public Safety and Emergency Services Institute-Firearms</td>
<td>Mr. Corn has eight years experience as a detective for the town of Marana.</td>
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<tr>
<td>Davis, Serena</td>
<td>Office Aide</td>
<td>NW</td>
<td>$7.35</td>
<td>Coursework, Pima Community College</td>
<td>Ms. Davis has six years experience as an administrative assistant for First National Bank of Arizona and Bank of the West. She has four years experience as a customer service manager for Arizona/Compass Bank.</td>
</tr>
<tr>
<td>Eskew, Michael</td>
<td>Tutor I</td>
<td>WC</td>
<td>$7.35</td>
<td>Mathematics, Physics, Astronomy, Statistics</td>
<td>Mr. Eskew has two years experience as a research assistant for the Steward Observatory at the University of Arizona.</td>
</tr>
<tr>
<td>Frondle, Lorena</td>
<td>Support Assistant</td>
<td>CC</td>
<td>$12.39</td>
<td>Pima College Adult Education-Substitute</td>
<td>Ms. Frondle has two years experience for Americorps assigned to Pima College Adult Education. She has seven years experience in quality control and customer service for Safeway, Inc and Arizona Sunland Food, Inc. along with six years experience as an administrative assistant for the Federal Electoral Institute in Sonora, Mexico. She has a business certificate from the Pitman Academy in Sonora, Mexico.</td>
</tr>
</tbody>
</table>

(Continued)
Temporary Appointments

Glommen, Meloise  
**Support Technician**  
M&S

Hourly Rate: $13.36  
Property Control

Education: Associate of Arts, Liberal Arts, Pima Community College

Experience: Ms. Glommen has one year experience as a maintenance technician in property control and Banner data entry for Pima Community College ending in August of 2006.

Griwzow, Brittany  
**Tutor I**  
EC

Hourly Rate: $7.35  
Computer Information Systems

Education: Coursework, Pima Community College

Experience: Ms. Griwzow has seven months experience as a student aide providing assistance with computer and technology problems. She has been interviewed and assessed by John Evans, Computer Information Systems faculty, and recommended as a tutor.

Hernandez, Maria  
**Instructor**  
NW

Hourly Rate: $20.53  
Upward Bound-Student Success and College Preparatory

Education: Associate of Arts, Liberal Arts, Arizona Western College; Bachelor of Arts, Secondary Education and Spanish/Bi-lingual Education, University of Arizona; Master of Education, Counseling and Guidance, University of Phoenix

Experience: Ms. Hernandez has fifteen years experience as a school counselor in elementary and middle schools. She has fourteen years experience as a trainer for the True Colors program.

Logsdon, Jennifer  
**Student Services Specialist**  
EC

Hourly Rate: $17.22  
Student Services Center

Education: Bachelor of Science, Social Psychology, Park University, Parkville, Missouri; Master of Education, Educational Leadership, Northern Arizona University

Experience: Ms. Logsdon has three years experience in outreach and enrollment services for Pima Community College ending in 2004 and one year as a retention specialist for Community College of Southern Nevada.

Lord, Azusena  
**Support Technician**  
WC

Hourly Rate: $13.70  
Adelante Program

Education: Legal Secretary program, Tucson College of Business

Experience: Ms. Lord has eighteen years experience as a support specialist and transcriber for the Pima County Sheriff’s Department. She has eight months experience as a fiscal support specialist for Pima Community College assigned through Randstad employment agency.

McDonald, Karen  
**Substitute Instructor**  
CC

Hourly Rate: $20.53  
Pima College Adult Education-English Language, Basic Education and GED Preparation for Adults

Education: Bachelor of Arts, Art and Education, Goddard College, Plainfield, Vermont; Master of Arts, Education, University of Arizona

Experience: Ms. McDonald has two years experience as a substitute instructor for Pima College Adult Education and one year experience as a GED instructor for the Pima County jail. She has three years experience as a education specialist and

(Continued)
Temporary Appointments

Maestas, David  Tutor I  EC
Hourly Rate: $7.35  Writing, Biology, Mathematics
Education: Coursework, Pima Community College
Experience: Mr. Maestas has been interviewed and assessed by Marianna Pinter, Chemistry and Biology adjunct faculty, and Susan Jensen, Business Mathematics faculty, and has been recommended for a tutor position.

Manjarres-Swain, Quinn  Support Assistant  DO
Hourly Rate: $12.39  Veteran Services Office
Education: Coursework, Pima Community College
Experience: Ms. Manjarres-Swain has two years experience as a work study support assistant for the Veteran Services office at Pima Community College. She has one year experience as a support assistant for the Veteran Affairs office at the College of Southern Nevada.

Millan, Severo "Fernando"  Materials Handler Technician  NW
Hourly Rate: $12.39  Administration Services
Education: Attended, Tucson High School
Experience: Mr. Millan is certified as an EPA universal technician, a basic facilities maintenance technician and an air conditioning maintenance technician. He has nine years experience as a trades and maintenance technician for several local businesses.

Nedyalkova, Marina  Tutor I  EC
Hourly Rate: $7.35  Chemistry, Biology, Mathematics
Education: Coursework, Pima Community College
Experience: Ms. Nedyalkova was interviewed and assessed by Katherine Feuling, Department Chair, Sciences and Chemistry faculty, and Stephen Beck, Mathematics adjunct faculty, and recommended for a tutor position.

Nickel, Margo  Instructor  WC
Hourly Rate: $20.53  Millinery
Education: Coursework, Fashion Institute of Technology, New York, New York
Experience: Ms. Nickel has eight years experience as the owner and designer for Margo Nickel Millinery. She will be available as a pool instructor, on-call for non-credit courses.

Ordaz, Judith  Student Services Specialist  WC
Hourly Rate: $17.22  Adelante Program
Education: Bachelor of Arts, Political Science, University of Arizona
Experience: Ms. Ordaz has one year experience as an instructor of United States history and English as a Second Language for the Foundation College of China Scholarship Council and Nanjing Normal University Training Center in Nanjing, Jiangsu, China. She has nine months experience as a field organizer and campaign director for Giffords for Congress and Border Action Network.

(Continued)
Temporary Appointments

Reynolds, David  
**Substitute Instructor**  
CC
Pima College Adult Education-English Language,
Basic Education and GED Preparation for Adults
Hourly Rate: $20.53
Education: Bachelor of Arts, Theater Arts, University of Arizona; Master of Education,
Special Education, Northern Arizona University
Experience: Mr. Reynolds has ten years experience teaching elementary through high school
students in all subjects for various local schools. He has one year experience
teaching all subjects to home bound students up to age twenty-two for the Tucson
Unified School District.

Rosales, Marcus  
**Tutor I**  
EC
Hourly Rate: $7.35
Chemistry, Mathematics
Education: Coursework, Pima Community College
Experience: Mr. Rosales has been interviewed and assessed by Lonnie Burke, Chemistry
classroom, and recommended as a tutor.

Roskey, Teresa  
**Nursing Instructor**  
DV
Hourly Rate: $31.15
Practical Nurse Refresher Course
Education: Associate of Science, Nursing, Pima Community College; Bachelor of Science,
Healthcare Systems, Management Informatics, University of Arizona
Experience: Ms. Roskey has twenty-eight years experience as a registered nurse for El Dorado
Hospital, Tucson Medical Center, and Healthcare Educators, Inc.

Sarrels, Walton  
**Instructor**  
CC
Hourly Rate: $20.53
Prison Program-Solar Installation
Education: Bachelor of Science, Electrical Engineering Technology, Northern Arizona
University
Experience: Mr. Sarrels has sixteen years experience as the founder, owner, and operator of
Solar Turtle Inc., a local solar applications company.

Schramski, Christy  
**Substitute Instructor**  
CC
Pima College Adult Education-English Language,
Basic Education and GED Preparation for Adults
Hourly Rate: $20.53
Education: Bachelor of Science, Business Management, University of Phoenix
Experience: Ms. Schramski has three years experience teaching English as a Second Language
and Spanish for Bernard Language School.

Siewiora, Halina  
**Tutor I**  
EC
Hourly Rate: $7.35
Chemistry, Biology, Writing, Mathematics
Education: Diploma, Education, Lubelska Szkola Wyzsza, Ryki, Poland; Certificate, Dental
Technique, Medical Vocational College, Warsaw, Poland
Experience: Ms. Siewiora has been interviewed and assessed by Lonnie Burke, Chemistry
classroom, and Marianna Pinter, Chemistry and Biology adjunct faculty, and
recommended as a tutor.

(Continued)
Temporary Appointments

Six, Tyler  Tutor I  EC
Hourly Rate: $7.35  Mathematics
Education: Coursework, Pima Community College
Experience: Mr. Six has been interviewed and assessed by Diane Theriault and Barbara Armenta, Mathematics faculty, and recommended as a tutor.

Torres, Jose  Production Assistant II  CC
Hourly Rate: $15.00  Center for Learning Technology
Education: Bachelor of Arts, Media Arts, University of Arizona
Experience: Mr. Torres has ten years experience as a production coordinator for Steven Production, Univision/Telefutura KUVE and Azteca America KUDF. He will be a temporary pool employee on call for the Community Campus Center for Learning Technology.

Valenzuela, Jacquelyn  Program Assistant  EC
Hourly Rate: $17.22  Northeast Learning Center
Education: High School Diploma, Tucson Magnet High School
Experience: Ms. Valenzuela has more than one year experience as a receptionist and assistant for American Family Insurance and Reveal Hair.

Wheeler, Jodi  Production Assistant II  CC
Hourly Rate: $15.00  Center for Learning Technology
Education: Associate of Applied Science, Telecommunications, Pima Community College; Bachelor of Arts, Environmental Science, Prescott College
Experience: Ms. Wheeler has two years experience as a director, producer, and editor for independent and educational video productions for JoJo Productions. She will be a temporary pool employee to be on call for the Community Campus Center for Learning Technology.

Widell, Teresa  Support Technician  DO
Hourly Rate: $13.70  Faculty Senate Note Recorder
Education: Coursework, Pima Community College
Experience: Ms. Widell has seven months experience as an administrative assistant for the Rape and Sexual Abuse Center in Minneapolis, Minnesota.

Approvals

Contact Person  
Janet L. May

Chancellor  
Dr. Roy Flores
The Chancellor recommends that the Board of Governors approve the Grant Proposal, *Completion by Design*, between Pima Community College and the Bill & Melinda Gates Foundation for the purpose of collaborating with a cadre of campuses and colleges within Southern Arizona for the design and implementation of a model pathway to completion. The term of the agreement, if funded, will be implemented in three phases: Phase I, The Launch, is Spring 2011 to Spring 2012. Phase II, Implementation Fall 2012 to Fall 2014 (24-30 months), and Phase III, Scaling and Adoption Fall 2014 – Fall 2016 (24 months).

**Justification:**

*Completion by Design* is a next major step in community college reform. It is a five-year investment that will enable groups of community college campuses within states to collaborate on the design and implementation of a model pathway to completion. The model pathway will draw from the body of research and experience generated by previous initiatives and the specific circumstances of grantees to systematically implement a whole range of proven and promising practices from intake to completion. We believe that if community colleges restructure the student experience, if they build linkages and interdependencies among the systems that touch the lives of the students, and if they establish clear accountability for student success, they can dramatically and efficiently increase rates of high-quality credential completion for the target population of low-income young adults.

**Pima Community College proposes to:**

- reform the colleges’ developmental education program to improve academic completion and serve as a state-wide and national model that triggers reform in the nation’s community colleges; and
- restructure the student experience by building linkages and interdependencies among the systems that can influence student success and establish a culture of “finishing what is started”.

The PCC cadre will consist of the Downtown, Desert Vista, and West campuses with the Downtown Campus serving as the managing partner. Arizona Western and Cochise Colleges are cadre member colleges in partnership with the three Pima campuses. The proposed cadre of campuses all support large populations of students receiving Pell awards based on low-income as reported in the Spring 2009 IPEDS Student Financial Aid (SFA) submission as disaggregated data by campus.

(Continued)
Grant Proposal: Bill & Melinda Gates Foundation, Completion by Design

Date: 1/11/11
Page 2

College Plan Initiative:

This program supports the 2008-2011 College Plan Initiative 2: Improve Student Success in Developmental Education.

Financial Considerations:

The total grant amount being requested for Phase I: The Launch is $443,561. The table below illustrates the expense items to be supported by the grant:

<table>
<thead>
<tr>
<th>Category</th>
<th>CBD</th>
<th>In-kind</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>PERSONNEL AND FRINGE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Director @1.0 FTE</td>
<td>$110,755</td>
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<td>$110,755</td>
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<tr>
<td>Data Analyst @1.0 FTE</td>
<td>$49,069</td>
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<td>Admin. Support Specialist @.25 FTE</td>
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<td>$11,755</td>
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<tr>
<td>Meeting Support Staff @.10 FTE</td>
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<td>$5,877</td>
<td>$5,877</td>
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<tr>
<td>TOTAL PERSONNEL</td>
<td>$159,824</td>
<td>$17,632</td>
<td>$177,456</td>
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<td>TRAVEL/MEETINGS</td>
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<tr>
<td>Three 1.5-Day Planning Retreats in Tucson</td>
<td>$22,986</td>
<td>$3,000</td>
<td>$25,986</td>
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<td>Cross-State Sessions</td>
<td>$37,012</td>
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<td>Project Director Travel to Cadre Campuses</td>
<td>$728</td>
<td>$200</td>
<td>$928</td>
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<td>Team Leaders Meetings at Managing Partner</td>
<td>$728</td>
<td>$3,720</td>
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<td>State Advisory Committee</td>
<td>$9,940</td>
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<td>Statewide Learning Community Meetings</td>
<td>$9,625</td>
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<td>TOTAL TRAVEL</td>
<td>$81,019</td>
<td>$10,920</td>
<td>$91,939</td>
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<td>SUPPLIES &amp; OTHER</td>
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<td></td>
<td></td>
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<tr>
<td>Planning Retreat Supplies</td>
<td>$8,210</td>
<td>$1,200</td>
<td>$9,410</td>
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<td>Office Supplies</td>
<td>$6,000</td>
<td>$1,500</td>
<td>$7,500</td>
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<tr>
<td>Communications (press releases, web designs)</td>
<td></td>
<td>$2,500</td>
<td>$2,500</td>
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<tr>
<td>TOTAL SUPPLIES</td>
<td>$14,210</td>
<td>$5,200</td>
<td>$19,410</td>
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<tr>
<td>CONTRACTUAL</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Managing Partner Database Development</td>
<td>$32,500</td>
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<td>$32,500</td>
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<tr>
<td>State Policy Lead/ASSIST Data Analysis &amp; Reporting</td>
<td>$20,000</td>
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<td>State Baseline Student Dataset Development</td>
<td>$65,000</td>
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<td>$65,000</td>
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<td>TOTAL CONTRACTUAL</td>
<td>$117,500</td>
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<td>$117,500</td>
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<tr>
<td>TOTAL DIRECT COSTS</td>
<td>$372,553</td>
<td>$33,752</td>
<td>$406,305</td>
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<td>INDIRECT COSTS (@10%)</td>
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<td>TOTAL COSTS</td>
<td>$409,808</td>
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(Continued)
## Approvals

<table>
<thead>
<tr>
<th>Contact Person</th>
<th>Dr. Johnson Bia 12/15/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chancellor</td>
<td>Dr. Roy Flores</td>
</tr>
</tbody>
</table>

Dr. Johnson Bia

Dr. Roy Flores
Intergovernmental Agreement: Avra Valley Fire District

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

Recommendation:
The Chancellor recommends that the Board of Governors approve an Intergovernmental Agreement (IGA) between Pima County Community College District and the Avra Valley Fire District. This Intergovernmental Agreement allows the Community Campus Public Safety and Emergency Services Institute (PSESI) to provide credit and non-credit courses for the Avra Valley Fire District. The term of the Agreement will be from January 12, 2011 through December 31, 2015.

Justification:
Pima Community College has been providing educational programs operated by the Community Campus Public Safety and Emergency Services Institute (PSESI) with partner public safety agencies since the mid-1990s. This IGA consists of a general base contract with the ability to add addenda as needed. The umbrella format, with the opportunity to add addenda, provides increased flexibility and responsiveness so the College may develop and deliver educational classes to the Avra Valley Fire District in a timely manner, as needed.

Addenda will be added to the Agreement as particular courses and/or programs are requested by the Avra Valley Fire District. This Intergovernmental Agreement will allow both parties to leverage resources to provide courses mutually agreed upon by the College and the Avra Valley Fire District. Classes will be offered on an individual cohort basis as requested.

College Plan Initiative:
This Intergovernmental Agreement supports the College Plan 2008-2011:

Initiative 1, Strategy 1.2 Create effective learning environments to ensure student success,
Strategy 1.3 Develop and enhance effective educational and business partnerships to increase learning opportunities for students, Strategy 1.5 Develop and enhance learning and educational resources to support student learning and effective teaching.

The College has reviewed the contract, evaluated the risks associated with the proposed activities and has determined they do not present an undue liability.
Financial Considerations:

As courses and/or programs are requested by the Avra Valley Fire District and incorporated into the Agreement through addenda, financial considerations specific to each course/program will be specified within the addenda. All College rates will be inclusive of all costs relevant to instruction, supplies, equipment, staff and administrative oversight.

Approvals

Contact Person: Dr. Sylvia Lee
Chancellor: Dr. Roy Flores
Date: 1/11/11

Item Title
Curriculum Recommendations – Program Inactivation:
Optical Systems Technology – Associate of Applied Science Degree 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: Optical Systems Technology - Associate of Applied Science Degree for Direct Employment.

Justification:

The Optical Systems Technology Degree was designed to prepare students for employment in optical electronics, teaching skills in assembly testing and manufacturing and in laser technology. The West Campus recommends inactivating this program based on the results of Program Review. The Technology faculty has redesigned all four of the current AAS degrees into one degree with three concentrations. This restructuring will streamline the entire Technology program resulting in improved graduation rates.

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
Date: 1/11/11

Item Title: Curriculum Recommendations – Program Inactivation: Information Technology Specialist – Associate of Applied Science Degree 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: Information Technology Specialist – Associate of Applied Science Degree for Direct Employment.

Justification:

The Information Technology Specialist Degree was designed for students to gain skills in computer assembly, testing, and repair while learning computer networks, servers, operating systems, and client server computing. The West Campus recommends inactivating this program based on the results of Program Review. The Technology faculty has redesigned all four of the current AAS degrees into one degree with three concentrations. This restructuring will streamline the entire Technology program resulting in improved graduation rates.

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
**Pima County Community College District**  
**Board of Governors**  
4905C East Broadway/Tucson, Arizona 85709-1010

**ACTION ITEM**

Date: 1/11/11  
Item Number: 13.8

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curriculum Recommendations – Program Inactivation: Automated Systems Technology – Associate of Applied Science Degree for Direct Employment</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 program inactivation: Automated Systems Technology-Associate of Applied Science Degree for Direct Employment.

**Justification:**

The Automated Systems Technology Degree was designed to prepare students for employment in microchip fabrication, fluidic devices, optics, and industries with automated systems. The West Campus recommends inactivating this program based on the results of Program Review. The Technology faculty has redesigned all four of the current AAS degrees into one degree with three concentrations. This restructuring will streamline the entire Technology program resulting in improved graduation rates.

**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.

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**Approvals**

Contact Person  

Dr. Suzanne Miles  

Chancellor  

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

ACTIONS ITEM

Date: 1/11/11

Item Title

Curriculum Recommendations – Program Inactivation:
Computer Technology – 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 Technology – Certificate for Direct Employment.

Justification:

The Computer Technology Certificate was created to teach students entry-level skills in computer assembly, testing and servicing. The West Campus recommends inactivating this program based on the results of Program Review and because of low enrollments and certificate graduates. There has been one graduate of this program in the last five years.

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
Date: 1/11/11

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 program inactivation: Electro-Optical Assembly and Testing - Certificate for Direct Employment.

Justification:

The Electro-Optical Assembly and Testing Certificate was created to teach students entry-level skills in basic electronic soldering and assembly techniques, optical inspection methods and standards, and assembly of optical components and systems. The West Campus recommends inactivating this program based on the results of Program Review and because of low enrollments and certificate graduates. There have been eight graduates of this program in the last five years.

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
ACTIONS ITEM

Date: 1/11/11

Item Title: Curriculum Recommendations – Program Inactivation: Optical Manufacturing - 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: Optical Manufacturing - Certificate for Direct Employment.

Justification:

The Optical Manufacturing Certificate was created to give students technical competencies in electronic and optical assembly and testing. The West Campus recommends inactivating this program based on the results of Program Review and because of low enrollments and certificate graduates. There have been four graduates of this program in the last five years.

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
Date: 1/11/11

Item Title: Curriculum Recommendations - Workforce Program
Inactivation: Advanced Business and Industry Technology Certificate - Career and Technical Education

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: Advanced Business and Industry Technology Certificate - Career and Technical Education.

Justification:

The Advanced Business and Industry Technology Certificate - Career and Technical Education was created to provide training in curriculum development, instructional design, operation of student organizations, teaching methods, and classroom management. Downtown Campus recommends inactivating this program because the Arizona Department of Education certification requirements changed effective 2010, making this certificate redundant.

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

ACTION ITEM

Date: 1/11/11

Item Title: Lease: Eastside Learning Center

Recommendation:

The Chancellor recommends that the Board of Governors approve a lease renewal agreement between Pima County Community College District and the landlord, Cactus Bowl, Inc. for the use of approximately 19,000 square feet of space at 1630 South Alvernon Way. The initial maximum monthly rental rate is $6.00 per square foot or $9,500.00, plus rental tax and utility costs.

Justification:

Pima Community College Adult Education has utilized the facility at 1630 South Alvernon Way for the Eastside Learning Center since September 1991, with the most recent lease agreement signed in 2008. The location includes approximately 11,000 square feet of classroom and administrative space plus another 8,000 square feet of storage space.

College Plan Initiative:

Initiative 5 – Improve the Use of Physical Assets

Financial Considerations:

The initial maximum monthly rental rate is $6.00 per square foot or $9,500.00, plus rental tax and utility costs.

Approvals

Contact Person

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

Chancellor

Dr. Roy Flores