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
   Timothy Kelliher

5. Student Representatives
   Mary Carroll
   Khutso Choshi

6. Faculty Representatives
   Kimlisa Duchicela
   Patty Figueroa

7. Report — Chairperson of the Board
   * Authorization of Executive Session on March 9, 2011

8. Report — Secretary of the Board
Board of Governors Agenda

Date: 2/9/11
Page 2

General Matters (Continued)

9. Report — Chancellor


Information Items

11. Separations from Employment

12. Student Aide Hires

Action Items

13. Approval of Minutes
   A. Annual Meeting of January 11, 2011
   B. Regular Meeting of January 11, 2011

14. Consent Agenda
   14.1 New Appointments
   14.2 Administrative Appointments
   14.3 Adjunct Faculty Appointments
   14.4 Temporary Appointments
   14.5 Faculty Regular Appointments 2011/2012 Fiscal Year
   14.6 Contract: Engineers Selection for Multi-Term Open-Ended Contracts

Other Action Items

15. Contract: Employers Dental Services and United Concordia
    Companies, Inc.

16. Contract: Basic and Optional Life Insurance Coverage for Employees

17. Macsteel Service Centers USA, Inc. Foreign Trade Zone Agreement

Adjournment

Regular Meeting
March 9, 2011, 7:00 p.m.
District Office
Community Board Room
4905C East Broadway
Tucson, AZ 85709-1010
<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>
</tr>
<tr>
<td>3. Public Comment</td>
<td></td>
</tr>
<tr>
<td>4. Staff Representatives</td>
<td></td>
</tr>
<tr>
<td>5. Student Representatives</td>
<td></td>
</tr>
<tr>
<td>6. Faculty Representatives</td>
<td></td>
</tr>
<tr>
<td>8. Report—Secretary of the Board</td>
<td></td>
</tr>
<tr>
<td>9. Report—Chancellor</td>
<td></td>
</tr>
</tbody>
</table>

Approval

Chancellor Dr. Roy Flores
**Date:** 2/9/11  
**Item Number:** 10

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
</table>
| Report – December 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 December 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 December. As indicated in the *Statement of Revenues, Expenses, and Changes in Net Assets*, the increase in net assets through month end is approximately $31.6 million. This is more than the December 2009 net assets increase of $26.2 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 80.4 percent of the budget, which is slightly lower than the previous year. Services and supplies expenditures and commitments are approximately 61.9 percent of the budget, which is marginally higher than the previous year.

*Statement of Net Assets*

As shown in *The Statement of Net Assets*, total net assets at the end of December are $230.6 million, which is an increase of $17.2 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

**PIMA COUNTY COMMUNITY COLLEGE DISTRICT**

**31-Dec-10**

*(Preliminary)*

## Current Funds

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>General</th>
<th>Auxiliary and Restricted</th>
<th>Plant and Other Funds</th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Cash and Cash Equivalents</td>
<td>$61,522,980</td>
<td>$3,724,417</td>
<td>$36,184,390</td>
<td>$101,431,787</td>
</tr>
<tr>
<td>2 Receivables</td>
<td>3,465,128</td>
<td>-</td>
<td>655,206</td>
<td>4,120,334</td>
</tr>
<tr>
<td>3 Accounts (net of allowances)</td>
<td>18,518,103</td>
<td>(13,710)</td>
<td>2,521</td>
<td>18,506,914</td>
</tr>
<tr>
<td>4 Government Grants and Contracts</td>
<td>-</td>
<td>2,905,172</td>
<td>-</td>
<td>2,905,172</td>
</tr>
<tr>
<td>5 Student Loans (net of allowances)</td>
<td>-</td>
<td>-</td>
<td>434,115</td>
<td>434,115</td>
</tr>
<tr>
<td>6 Other</td>
<td>1,392,015</td>
<td>44,910</td>
<td>-</td>
<td>1,436,925</td>
</tr>
<tr>
<td>7 Inventories</td>
<td>222,846</td>
<td>-</td>
<td>-</td>
<td>222,846</td>
</tr>
<tr>
<td>8 Prepaid Expenses</td>
<td>120,887</td>
<td>-</td>
<td>-</td>
<td>120,887</td>
</tr>
<tr>
<td>9 Total Current Assets</td>
<td><strong>85,241,959</strong></td>
<td><strong>6,660,789</strong></td>
<td><strong>37,276,232</strong></td>
<td><strong>129,178,980</strong></td>
</tr>
</tbody>
</table>

### Noncurrent Assets

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>General</th>
<th>Auxiliary and Restricted</th>
<th>Plant and Other Funds</th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 Restricted Cash and Cash Equivalents</td>
<td>-</td>
<td>-</td>
<td>7,370,486</td>
<td>7,370,486</td>
</tr>
<tr>
<td>11 Notes Receivable (net of allowances)</td>
<td>-</td>
<td>1,260,367</td>
<td>1,260,367</td>
<td>1,701,141</td>
</tr>
<tr>
<td>12 Other Long-term Investments</td>
<td>1,356,313</td>
<td>-</td>
<td>-</td>
<td>1,356,313</td>
</tr>
<tr>
<td>13 Land</td>
<td>-</td>
<td>15,291,311</td>
<td>15,291,311</td>
<td>15,291,311</td>
</tr>
<tr>
<td>14 Buildings &amp; Leasehold improvements (net of depreciation)</td>
<td>-</td>
<td>100,572,869</td>
<td>100,572,869</td>
<td>105,272,239</td>
</tr>
<tr>
<td>15 Construction in Progress</td>
<td>-</td>
<td>-</td>
<td>1</td>
<td>325,611</td>
</tr>
<tr>
<td>16 Equipment (net of depreciation)</td>
<td>-</td>
<td>3,095,837</td>
<td>3,095,837</td>
<td>3,384,580</td>
</tr>
<tr>
<td>17 Library Books (net of depreciation)</td>
<td>-</td>
<td>1,938,438</td>
<td>1,938,438</td>
<td>1,957,411</td>
</tr>
<tr>
<td>18 Total Noncurrent Assets</td>
<td>1,356,313</td>
<td>0</td>
<td>129,529,308</td>
<td>130,885,622</td>
</tr>
<tr>
<td>19 Total Assets</td>
<td><strong>$86,598,272</strong></td>
<td><strong>$6,660,789</strong></td>
<td><strong>$166,805,540</strong></td>
<td><strong>$260,064,402</strong></td>
</tr>
</tbody>
</table>

## Liabilities

<table>
<thead>
<tr>
<th>LIABILITIES</th>
<th>General</th>
<th>Auxiliary and Restricted</th>
<th>Plant and Other Funds</th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 Accrued Payroll and Benefits</td>
<td>2,456,550</td>
<td>-</td>
<td>-</td>
<td>2,456,550</td>
</tr>
<tr>
<td>21 Accounts Payable and Accrued Liabilities</td>
<td>(46,346)</td>
<td>67,302</td>
<td>175,797</td>
<td>196,753</td>
</tr>
<tr>
<td>22 Deposits Held in Custody</td>
<td>-</td>
<td>429,890</td>
<td>429,890</td>
<td>437,397</td>
</tr>
<tr>
<td>23 Current Portion of Long-term Liabilities</td>
<td>4,379,027</td>
<td>-</td>
<td>240,000</td>
<td>4,619,027</td>
</tr>
<tr>
<td>24 Total Current Liabilities</td>
<td><strong>6,789,231</strong></td>
<td><strong>67,302</strong></td>
<td><strong>845,687</strong></td>
<td><strong>7,702,220</strong></td>
</tr>
</tbody>
</table>

### Noncurrent Liabilities

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>General</th>
<th>Auxiliary and Restricted</th>
<th>Plant and Other Funds</th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>25 Deferred Revenue</td>
<td>502,688</td>
<td>731</td>
<td>-</td>
<td>503,419</td>
</tr>
<tr>
<td>26 Long-term Liabilities</td>
<td>3,012,269</td>
<td>-</td>
<td>18,250,000</td>
<td>21,262,269</td>
</tr>
<tr>
<td>27 Total Noncurrent Liabilities</td>
<td>3,514,957</td>
<td>731</td>
<td>18,250,000</td>
<td>21,765,688</td>
</tr>
<tr>
<td>28 Total Liabilities</td>
<td><strong>$10,304,188</strong></td>
<td><strong>$68,033</strong></td>
<td><strong>$19,095,687</strong></td>
<td><strong>$29,487,908</strong></td>
</tr>
</tbody>
</table>

## Net Assets

<table>
<thead>
<tr>
<th>NET ASSETS</th>
<th>General</th>
<th>Auxiliary and Restricted</th>
<th>Plant and Other Funds</th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>29 Invested in Capital Assets (net of related debt)</td>
<td>-</td>
<td>-</td>
<td>102,408,455</td>
<td>102,408,455</td>
</tr>
<tr>
<td>30 Loans</td>
<td>-</td>
<td>-</td>
<td>1,691,773</td>
<td>1,691,773</td>
</tr>
<tr>
<td>31 Debt Service</td>
<td>-</td>
<td>-</td>
<td>7,551,961</td>
<td>7,551,961</td>
</tr>
<tr>
<td>32 Other (Capital Projects)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>33 Grants and Contracts</td>
<td>-</td>
<td>(292,665)</td>
<td>-</td>
<td>(292,665)</td>
</tr>
<tr>
<td>34 Unrestricted</td>
<td>76,294,084</td>
<td>6,885,421</td>
<td>36,057,663</td>
<td>119,237,168</td>
</tr>
<tr>
<td>35 Total Net Assets</td>
<td><strong>$76,294,084</strong></td>
<td><strong>$6,592,756</strong></td>
<td><strong>$147,709,852</strong></td>
<td><strong>$230,596,692</strong></td>
</tr>
</tbody>
</table>

*Prior Year Totals as of December 31, 2009*

<table>
<thead>
<tr>
<th>FY 2009/10</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>$95,151,815</td>
<td>$95,151,815</td>
</tr>
<tr>
<td>3,977,179</td>
<td>3,977,179</td>
</tr>
<tr>
<td>14,583,957</td>
<td>14,583,957</td>
</tr>
<tr>
<td>477,446</td>
<td>477,446</td>
</tr>
<tr>
<td>5,525</td>
<td>5,525</td>
</tr>
<tr>
<td>1,689,469</td>
<td>1,689,469</td>
</tr>
<tr>
<td>201,701</td>
<td>201,701</td>
</tr>
<tr>
<td>226,190</td>
<td>226,190</td>
</tr>
<tr>
<td>116,313,282</td>
<td>116,313,282</td>
</tr>
<tr>
<td>8,526,864</td>
<td>8,526,864</td>
</tr>
<tr>
<td>1,702,141</td>
<td>1,702,141</td>
</tr>
<tr>
<td>2,419,982</td>
<td>2,419,982</td>
</tr>
<tr>
<td>105,272,239</td>
<td>105,272,239</td>
</tr>
<tr>
<td>325,611</td>
<td>325,611</td>
</tr>
<tr>
<td>3,384,580</td>
<td>3,384,580</td>
</tr>
<tr>
<td>1,957,411</td>
<td>1,957,411</td>
</tr>
<tr>
<td>138,880,139</td>
<td>138,880,139</td>
</tr>
<tr>
<td>$255,193,421</td>
<td>$255,193,421</td>
</tr>
<tr>
<td>2,261,241</td>
<td>2,261,241</td>
</tr>
<tr>
<td>377,270</td>
<td>377,270</td>
</tr>
<tr>
<td>387,397</td>
<td>387,397</td>
</tr>
<tr>
<td>4,486,805</td>
<td>4,486,805</td>
</tr>
<tr>
<td>7,512,713</td>
<td>7,512,713</td>
</tr>
<tr>
<td>5,450</td>
<td>5,450</td>
</tr>
<tr>
<td>34,285,697</td>
<td>34,285,697</td>
</tr>
<tr>
<td>34,291,147</td>
<td>34,291,147</td>
</tr>
<tr>
<td>$41,803,860</td>
<td>$41,803,860</td>
</tr>
<tr>
<td>94,716,152</td>
<td>94,716,152</td>
</tr>
<tr>
<td>1,721,413</td>
<td>1,721,413</td>
</tr>
<tr>
<td>9,281,565</td>
<td>9,281,565</td>
</tr>
<tr>
<td>(197,571)</td>
<td>(197,571)</td>
</tr>
<tr>
<td>107,868,002</td>
<td>107,868,002</td>
</tr>
<tr>
<td>213,389,561</td>
<td>213,389,561</td>
</tr>
</tbody>
</table>
## Statement of Revenues, Expenses and Changes in Net Assets

For Six Months Ending December 31, 2010

### CURRENT FUNDS

<table>
<thead>
<tr>
<th>OPERATING REVENUES</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>General: 41,987,990</td>
<td>Auxiliary and Restricted: -</td>
</tr>
<tr>
<td>Contracts</td>
<td>General: 1,265,104</td>
<td>Auxiliary and Restricted: -</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>General: 17,500</td>
<td>Auxiliary and Restricted: 783,202</td>
</tr>
<tr>
<td>Commission and Rents</td>
<td>General: 386,323</td>
<td>Auxiliary and Restricted: 163,821</td>
</tr>
<tr>
<td>Other Operating Revenues</td>
<td>General: 386,323</td>
<td>Auxiliary and Restricted: 185,735</td>
</tr>
<tr>
<td><strong>Total Operating Revenues</strong></td>
<td><strong>43,656,917</strong></td>
<td><strong>1,132,758</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OPERATING EXPENSES</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>67,538,340</strong></td>
<td><strong>29,243,499</strong></td>
</tr>
</tbody>
</table>

|---------------------------|-----------------------|-----------------------|-------------------|-------------------|

<table>
<thead>
<tr>
<th>NONOPERATING REVENUES (EXPENSES)</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Appropriations</td>
<td>General: 7,971,049</td>
<td>Auxiliary and Restricted: -</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>General: 47,161,518</td>
<td>Auxiliary and Restricted: 29,169,905</td>
</tr>
<tr>
<td>Federal Grants</td>
<td>General: 53,957</td>
<td>Auxiliary and Restricted: 333,401</td>
</tr>
<tr>
<td>State and Local Grants</td>
<td>General: 29,597</td>
<td>Auxiliary and Restricted: 759,769</td>
</tr>
<tr>
<td>State Shared Sales Taxes</td>
<td>General: 597</td>
<td>Auxiliary and Restricted: 26,322</td>
</tr>
<tr>
<td>Gifts</td>
<td>General: 137,144</td>
<td>Auxiliary and Restricted: 3,456</td>
</tr>
<tr>
<td>Interest on Capital Asset (related debt)</td>
<td>General: 334,135</td>
<td>Auxiliary and Restricted: -</td>
</tr>
<tr>
<td><strong>Total Nonoperating Revenues</strong></td>
<td><strong>55,324,265</strong></td>
<td><strong>30,292,853</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Income before Other Revenues, Expenses, Gains, or Losses</th>
<th>FY 2010/11: 31,442,842</th>
<th>FY 2009/10: (213,389,561)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfers</td>
<td>General: (27,878,650)</td>
<td>Auxiliary and Restricted: (2,990,060)</td>
</tr>
<tr>
<td><strong>Net Nonoperating Revenues</strong></td>
<td><strong>3,564,192</strong></td>
<td><strong>(807,888)</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET ASSETS</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Assets - Beginning of Year</td>
<td>General: 72,729,892</td>
<td>Auxiliary and Restricted: 7,400,644</td>
</tr>
<tr>
<td>Net Assets - End of Period</td>
<td>General: 76,294,084</td>
<td>Auxiliary and Restricted: 6,592,756</td>
</tr>
</tbody>
</table>
## Summary of Expenditures and Encumbrances - General Fund - Budget and Actual
### For Six Months Ending December 31, 2010

### EXPENDITURES BY FUNCTION

<table>
<thead>
<tr>
<th>Function</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED</td>
</tr>
<tr>
<td><strong>Educational and General</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$62,424,997</td>
<td>$39,258,819</td>
</tr>
<tr>
<td>1</td>
<td>$37,448,655</td>
<td>70.9</td>
</tr>
<tr>
<td>2 Academic Support</td>
<td>26,272,653</td>
<td>20,081,754</td>
</tr>
<tr>
<td>3 Student Services</td>
<td>22,306,128</td>
<td>18,679,101</td>
</tr>
<tr>
<td>4 Institutional Support</td>
<td>28,789,471</td>
<td>23,845,155</td>
</tr>
<tr>
<td>5 Operation and Maintenance of Plant</td>
<td>12,639,743</td>
<td>9,763,549</td>
</tr>
<tr>
<td>6 Student Financial Aid</td>
<td>1,345,438</td>
<td>834,831</td>
</tr>
<tr>
<td><strong>Other Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7 Transfers</td>
<td>27,879,000</td>
<td>27,878,650</td>
</tr>
<tr>
<td>8 Fund balance reserved for contingency</td>
<td>9,546,570</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Expenditures by Function</strong></td>
<td>$187,604,000</td>
<td>$140,341,858</td>
</tr>
<tr>
<td></td>
<td>$114,931,037</td>
<td>73.8</td>
</tr>
</tbody>
</table>

### EXPENDITURES BY ACCOUNT

<table>
<thead>
<tr>
<th>Account</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED</td>
</tr>
<tr>
<td><strong>Personal Services</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 Administrative Personnel</td>
<td>6,612,000</td>
<td>6,163,467</td>
</tr>
<tr>
<td>11 Faculty</td>
<td>24,095,000</td>
<td>21,788,194</td>
</tr>
<tr>
<td>13 Additional Compensation - Faculty</td>
<td>1,153,695</td>
<td>777,911</td>
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<tr>
<td>15 Adjunct Faculty</td>
<td>15,385,417</td>
<td>10,013,023</td>
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<td>16 Classified Staff</td>
<td>37,689,789</td>
<td>37,169,697</td>
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<tr>
<td>14 Other Compensation</td>
<td>5,574,112</td>
<td>5,574,112</td>
</tr>
<tr>
<td>16 Student Employment / Workstudy</td>
<td>31,274</td>
<td>21,519</td>
</tr>
<tr>
<td>17 Fringe Benefits</td>
<td>24,379,800</td>
<td>10,850,547</td>
</tr>
<tr>
<td><strong>Total Personal Services</strong></td>
<td>114,921,087</td>
<td>92,358,471</td>
</tr>
<tr>
<td></td>
<td>88,886,827</td>
<td>81.3</td>
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<tr>
<td><strong>Services and Supplies</strong></td>
<td></td>
<td></td>
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<tr>
<td>19 Communications and Utilities</td>
<td>6,173,041</td>
<td>2,833,272</td>
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<td>20 Travel</td>
<td>2,840,826</td>
<td>761,087</td>
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<tr>
<td>21 Contractual Services</td>
<td>10,174,089</td>
<td>9,427,099</td>
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<td>22 Supplies and Materials</td>
<td>8,227,384</td>
<td>3,863,999</td>
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<td>23 Student Financial Aid</td>
<td>1,345,438</td>
<td>834,831</td>
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<td>24 Current Fixed Charges</td>
<td>3,179,353</td>
<td>2,036,390</td>
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<td><strong>Total Services and Supplies</strong></td>
<td>31,940,131</td>
<td>19,756,678</td>
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<td>19,021,561</td>
<td>60.5</td>
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<td><strong>Capital Equipment</strong></td>
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<tr>
<td>26 Transfers</td>
<td>27,879,000</td>
<td>27,878,650</td>
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<tr>
<td>28 Other Expenditures</td>
<td>1,179,609</td>
<td>115,789</td>
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<tr>
<td>29 Contingency and Reserves</td>
<td>11,136,173</td>
<td>0</td>
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<td><strong>Total Expenditures by Account</strong></td>
<td>$187,604,000</td>
<td>$140,341,858</td>
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<td>$114,931,037</td>
<td>73.8</td>
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COMMITMENTS FOR INSTITUTIONAL SUPPORT

FY 10 $21.9 M
FY 11 $23.8 M

COMMITMENTS FOR OPERATION & MAINTENANCE OF PLANT

FY 10 $9.4 M
FY 11 $9.8 M

COMMITMENTS FOR STUDENT FINANCIAL AID

FY 10 $784K
FY 11 $835K
Meeting Date: 2/9/11

Item Title | Contact Person
---|---
Separations from Employment | Janet L. May, Vice Chancellor for Human Resources (206-4624)

Recommendation:

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

**Retirements**

Villalobos, Nadia
Instructional Faculty
DC-Office and Administrative Professions
Effective: 5/19/11

Nadia Villalobos was hired as an instructional faculty member in 1991. During her career with the College she also served as an adjunct faculty member and as a Woman in Progress advisor and coordinator.

**Separations from Employment**

Lizarraga, Francisco
Instructor
CC-Adult Education
Effective: 01/14/11
Reason: Other employment

Approvals

Contact Person: Janet L. May
Chancellor: Dr. Roy Flores
INFORMATION ITEM

Meeting Date: 2/9/11
Item Number: 12

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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<tr>
<td>Student Aide Hires</td>
<td>Janet L. May, Vice Chancellor</td>
</tr>
<tr>
<td></td>
<td>for Human Resources (206-4624)</td>
</tr>
</tbody>
</table>

Recommendation:

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

- Adan
- Katharine
- Gregory
- Estevan
- Orozco
- Luisianne
- Avila
- Lisa
- Grijalva
- Conrado
- Palazuelos
- Fabiola
- Aylestock
- Rachel
- Gutierrez
- Jose
- Parsons
- David
- Brown
- Jamie
- Hernandez
- Micolina
- Perez
- Lavier
- Brownstead
- Kassandra
- Hernandez
- Vanessa
- Perez
- Daniella
- Butler
- Angela
- Hodges
- Amber
- Ponce
- Paola
- Campos
- Jacqueline
- Holmes
- Jonathan
- Reynoso
- Deysi
- Carrazco
- Edgar
- Ivy
- Jazlyn
- Roberson
- Kimberly
- Castillo
- Ray
- Johnson
- Chris
- Robles
- Mercedes
- Castillo-Lara
- Stephanie
- Keigley
- Patrick
- Roper
- Michael
- Catalan
- Stefan
- Kostuck
- Benjamin
- Ross
- Mary
- Clark
- Katie
- Leiker
- Jason
- Saba
- Reem
- Colmenero
- Ariel
- Lopez
- Maria
- Salcido
- Ruby
- Cowan
- Joseph
- Lopez-Vega
- Monica
- Serrano
- Cynthia
- Curiel
- Nicole
- Machado
- Genoveva
- Silva
- Dario
- Davidson
- Yesenia
- Maken
- Amanda
- Soto
- Andrina
- Delgado
- Miguel
- Marana
- Gabriel
- Stover
- Lura
- Douglas
- Derrick
- Martinez
- Martha
- Suarez
- Julieta
- Edwards
- Carla
- Martinez
- Paulette
- Sylvester
- Melissa
- Ekunife
- Diana
- McElroy
- Daniela
- Tchoffo
- Astride
- Engle
- Cherice
- McGinnis
- Christine
- Trinidad
- Giane
- Enright
- Kathleen
- McNeil
- Autumn
- Uranga
- Sergio
- Figueroa
- Gustavo
- Mendez
- Christopher
- Vazquez
- Leonela
- Flores
- Milinda
- Mendoza
- Leah
- Villasenor
- Vincent
- Garcia
- Maria
- Moraila
- Gina
- Walker
- Michael
- Garcia
- Soraida
- Moreno
- Francisco
- Welch
- Quartney
- Gonzales
- Elizabeth
- Moreno
- Mayra
- Xu
- Yan
- Green
- Vanessa
- Nichol
- Crista

(Continued)
Approvals

Contact Person

Janet L. May

Chancellor

Dr. Roy Flores
**ACTION ITEM**

**Meeting Date:** 2/9/11

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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<tbody>
<tr>
<td>Unapproved Minutes of the Annual Meeting of January 11, 2011</td>
<td>Chancellor’s Office (206-4747)</td>
</tr>
</tbody>
</table>

**Recommendation:**

The unapproved minutes of the Annual Meeting of January 11, 2011 are submitted for approval.

---

**Approval**

Chancellor [Signature]

Dr. Roy Flores
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

The Annual Meeting of the Pima County Community College District Board of Governors was held on Tuesday, January 11, 2011 at 5:00 p.m., in the Community/Board Room, District Central Office, 4905C E. Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS

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

RECORDING SECRETARY

Courtney Lugo

ADMINISTRATION

Roy Flores, Chancellor
Lou Albert, President, West Campus
Doreen Armstrong, Assistant Vice Chancellor, Employee Services
David Bea, Executive Vice Chancellor, Finance and Administration
Donna Gifford, Vice President of Instruction
Patricia Houston, Academic Dean
Rachel Howell, Assistant Vice Chancellor, Marketing
Jana Kooi, President, Northwest Campus
Sylvia Lee, President, Community Campus
José Leyba, Interim Provost/Executive Vice Chancellor for Academic Services
Mary Ann Martinez Sanchez, Vice Provost and Assistant Vice Chancellor, Academic Services
Janet May, Vice Chancellor, Human Resources
Leticia Menchaca, Assistant Vice Chancellor, Student Services
Suzanne Miles, President, Downtown Campus
Brigid Murphy, Vice President of Instruction
Anna Reese, Executive Director, Financial Aid
Stan Steinman, Academic Dean
GENERAL MATTERS

Call to Order

Sherryn Marshall called the meeting to order at 5:00 p.m.

Pledge of Allegiance

Brenda Even led the Pledge of Allegiance.

NEW BUSINESS

Swearing In of Board Members

Linda Arzoumanian administered the Loyalty Oath to re-elected member Scott Stewart.

Election of Board of Governors' Officers For 2011

Motion No. 6986

Brenda Even – M, David Longoria – S, that Marty Cortez serve as Chairperson of the Board of Governors of the Pima County Community College District in 2011.

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

Motion No. 6987

Sherryn Marshall – M, Brenda Even – S, that Scott Stewart serve as Secretary of the Board of Governors of the Pima County Community College District in 2011.

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

Proposed Annual Calendar of Regular Board Meetings, 2011
Motion to Adopt Annual Calendar of Regular Board Meetings in 2011

PASSES

Motion No. 6988

Sherryn Marshall – M, David Longoria – S, to approve the revised Board of Governors Meeting Calendar for 2011.

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

Adjournment

The meeting adjourned at 5:10 p.m.

Secretary

Date
ACTION ITEM

Meeting Date: 2/9/11

Item Title: Unapproved Minutes of the Regular Meeting of January 11, 2011
Contact Person: Chancellor's Office (206-4747)

Recommendation:
The unapproved minutes of the Regular Meeting of January 11, 2011 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 Tuesday, January 11, 2011 at 7:00 p.m., in the Community Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS

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

BOARDS REPRESENTATIVES

Rose Bolz, Staff
Shari Dill, Staff
Kimlisa Duchicela, Faculty

RECORDING SECRETARY

Courtney Lugo

ADMINISTRATION

Roy Flores, Chancellor
Lou Albert, President, West Campus
Doreen Armstrong, Assistant Vice Chancellor, Employee Services
Stella Bay, Executive Director, Department of Public Safety
David Bea, Executive Vice Chancellor, Finance and Administration
Johnson Bia, President, Desert Vista 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
Jerry Haynes, Vice President of Student Development
Cheryl House, Executive Director, PCC Foundation

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
José Leyba, Interim Provost/Executive Vice Chancellor for Academic Services
Mary Ann Martinez Sanchez, Vice Provost and Assistant Vice Chancellor, Academic Services
Janet May, Vice Chancellor for Human Resources
Leticia Menchaca, Assistant Vice Chancellor, Student Services
Suzanne Miles, President, Downtown Campus
Harry Muir, Vice President of Instruction
Brigid Murphy, Vice President of Instruction
Ann Parker, Vice President of Student Development

Anna Reese, Executive Director, Financial Aid
Nicola Richmond, Executive Director, Institutional Research
Ted Roush, Vice President of Instruction
Edgar Soto, Executive Director of Athletics
Stan Steinman, Academic Dean
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

Marty Cortez called the meeting to order at 7:05 p.m.

Pledge of Allegiance

Sherryn Marshall led the Pledge of Allegiance.

Public Comment and Reports

Public Comment

Ana Jiménez, Mathematics Faculty and Chief Spokesperson for PCCEA, addressed the Board regarding concerns about changes made to the Meet and Confer process.

Staff Representatives

Rose Bolz and Shari Dill reported on the January 7 Staff Council Meeting. Highlights included the following:

Chancellor’s Report: Dr. Flores discussed developmental education, noting that the College is researching successful programs at other colleges and universities; budget challenges were also discussed. Provost’s Report: Dr. Leyba introduced himself to Staff Council. Liaison Report: Ms. May provided an update on Human Resources recruitment statistics; possible changes to the cyclical review process were also discussed. AFSCME: The AFSCME Team has been formed for Meet and Confer. Open Forum: Staff Council elections were completed and new members were elected, notified and congratulated. The next Staff Council meeting will be held on February 4th.

Student Representatives

There was no report.

Faculty Representatives

There was no report. The next faculty report will be after the next Faculty Senate meeting, scheduled for All Faculty Day on January 12th.
Report — Chairperson of the Board

Chairperson Cortez expressed condolences for the family of Ross Zimmerman, whose son Gabriel was a victim of the shooting on January 8th. She also expressed well wishes for those still recovering, including Congresswoman Gabrielle Giffords. The Board then asked for a moment of silence in honor of all the victims of the tragic event.

Motion No. 6989

Scott Stewart – M, Brenda Even – S, to authorize an Executive Session of the Board of Governors on February 9, 2011.

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

Report — Secretary of the Board

Board Member Stewart thanked Board Member Marshall for serving as Chairperson for 2010. Mr. Stewart also thanked the staff of the College for their hard work during this especially busy time.

Chancellor’s Report

Chancellor Flores announced that a memorial scholarship fund is being established in honor of those killed in the January 8 attack. For more information contact the PCC Foundation. Chancellor Flores thanked the staff, faculty, and administration for working professionally and expeditiously, and commended the Tucson community for coming together after the tragedy.

Dr. Suzanne Miles, Campus President, gave a short presentation on the status of the Arizona Common Course Numbering System. The Shared Unique Number (SUN) system will be voted on by Community College Presidents, with a projected completion and launch date of January 2012.

Chancellor Flores discussed the possibility of establishing entrance requirements in order for students to enroll in classes at the College, as enrollment continues to rise while budget challenges continue.
Report — November 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 $34.6 million through the end of the month.

Information Items

Separations from Employment

This item was noted as an information item.

Action Items

Approval of Minutes

Motion to Approve
Meeting Minutes
PASSES

Motion No. 6990

Scott Stewart – M, David Longoria – S, to approve the Minutes of the Regular Meeting of December 8, 2010.

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

Consent Agenda

Board Member Even requested that Item 13.5 Intergovernmental Agreement: Avra Valley Fire District be pulled from the consent agenda and voted on separately.

Motion No. 6991

Scott Stewart – M, Brenda Even – S, to approve the Consent Agenda with addenda to 13.1 New Appointments.

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
13.6 Curriculum Recommendations – Program Inactivation: Optical Systems Technology - Associate of Applied Science Degree for Direct Employment
13.7 Curriculum Recommendations – Program Inactivation: Information Technology Specialist -
Motion to Approve
Intergovernmental Agreement: Avra Valley Fire District
PASSES

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

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

13.13 Lease: Eastside Learning Center

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

Intergovernmental Agreement: Avra Valley Fire District

Motion No. 6992

Vote: All Board members present voted "aye" by voice vote. Brenda Even — Abstained. Motion carried.

Adjournment

The meeting adjourned at 7:45 p.m.

_________________________
Secretary

_________________________
Date
### ACTION ITEM

**Meeting Date:** 2/9/11  
**Item Number:** 14

<table>
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<td>Consent Agenda</td>
<td>Chancellor’s Office</td>
</tr>
<tr>
<td></td>
<td>(206-4747)</td>
</tr>
</tbody>
</table>

**Recommendation:**

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

- 14.1 New Appointments
- 14.2 Administrative Appointments
- 14.3 Adjunct Faculty Appointments
- 14.4 Temporary Appointments
- 14.5 Faculty Regular Appointments 2011/2012 Fiscal Year
- 14.6 Contract: Engineers Selection for Multi-Term Open-Ended Contracts

---

### Approval

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

ACTION ITEM

Meeting Date: 2/9/11  
Item Number: 14.1

New Appointments

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:

Marcelli, Jolene  
Instructional Faculty

Salary: $20,116.58*  
Effective: 2/12/11  
Education: Bachelor of Science, Nursing, University of North Dakota

Experience: Ms. Marcelli has worked for the Nursing Division as a clinical instructor for five years. She has been a registered nurse for more than eight years, serving as a Captain in the United States Army Reserves. During this time she has also worked as a field nurse in home care, supervisor of a private duty nursing program and as a telemetry nurse. This is for a one-semester clinical and skills laboratory assignment that requires the Bachelor of Science in Nursing.

Recruitment Overview:

Ms. Marcelli was selected as an Administrative Appointment from the pool of certified adjunct faculty for her Veterans Administration certification. She is the sole faculty qualified to take on the assignment and has previously completed this appointment in 2009. She is recommended by Dr. Louis Albert, Campus President.

*Salary prorated for 61 days of accountability
Approvals

Contact Person

[Signature]
Janet L. May

Chancellor

[Signature]
Dr. Roy Flores
ACTION ITEM

Meeting Date: 02/09/11

Item Number: 14.2

Item Title | Contact Person
---|---
Administrative Appointments | Janet L. May, Vice Chancellor for Human Resources (206-4624)

Recommendation:

The Chancellor recommends that the Board approve these Administrative appointments and requests that the Board authorize the Chancellor or designee to sign the employment contracts on behalf of the College District.

Background:

When Administrative vacancies occur, the recruitment 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 the name of the recommended candidate is brought forward to the Board for approval.

Carroll Ed.D., John P. Academic Dean for Industrial and Technical Education (Acting)

Salary: $97,486 Effective: July 1, 2011
Education: Bachelor of Science, Management/Accounting, Park University; Master of Education, Educational Leadership, Northern Arizona University; Ed. D., Educational Leadership, Northern Arizona University
Experience: Dr. Carroll is currently the director of administrative services for Pima Community College where he has been employed since 1999. Prior experiences include an assignment as an executive on loan to Tucson Unified School District for a one year period.
Recruitment Overview: The position was advertised internally; five completed applications were reviewed by Dr. Suzanne Miles, Campus President.

Howard, William J. Assistant Vice Chancellor for Business Services

Salary: $110,236 Effective: On or after March 1, 2011
Education: Bachelor of Arts, Business Administration, The Colorado College, Colorado Springs, Colorado; Master of Business Administration, Business Administration, The Amos Tuck School, Dartmouth College, Hanover, New Hampshire

(Continued)
Experience: Mr. Howard is currently the director of financial operations for Cochise College in Douglas, Arizona, where he has been employed since 2005. Prior experiences include: Principal, Corlett and Associates, LLC; President and CEO, Softpac Industries, Inc.; Chief Operating Officer, Ultra Pac, Inc.; Senior Vice President, Business Development, GE Capital Fleet Services, General Electric, Inc.; and Vice President, Business Development and Finance, The Pillsbury Company.

Recruitment Overview:
The position was advertised nationally; forty-nine applications were received and thirty completed applications reviewed by Dr. David Bea, Executive Vice Chancellor for Finance and Administration for minimum qualifications, sixteen were presented to an advisory committee for review. Following the review, four candidates were invited to final interviews; one candidate declined. The candidates were interviewed by the advisory committee, participated in an open forum, and were interviewed by Dr. David Bea, Executive Vice Chancellor for Finance and Administration.

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.

Abbey, Deborah K., J.D.

Discipline(s): Administration of Justice (Academic), Psychology (Academic), Anthropology (Academic)

Salary: $710 per load hour

Education: Bachelor of Arts, Psychology, University of California, Irvine, California; Master of Arts, Psychology, Loyola Marymount University, Los Angeles, California; Juris Doctorate, Loyola University, New Orleans, Louisiana with at least 18 units of graduate anthropology coursework.

Experience: Dr. Abbey has been an assistant county attorney for Pima County for the last two years. Since 2005, she has been an adjunct faculty teaching traditional and online psychology and anthropology courses at Vance-Granville Community College in North Carolina and the Community College of Southern Nevada as well as Nevada State College.
Anderson, Felice J.
Discipline(s): Clinical Research Coordinator, Medical Assistant (Occupational/Workforce)
Salary: $710 per load hour
Education: Medical Assistant Diploma, Carrington College
Experience: Ms. Anderson has been the president/clinical research coordinator at Eclipse Clinical Research in Tucson. For three years, she worked as a clinical research coordinator at Visions Clinical Research in Tucson. Ms. Anderson has no formal teaching experience.

Cook, Douglas G.
Discipline(s): Healthcare, Nursing Assistant (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Nursing, University of Arizona; Master of International Management, Troy University, Troy, Alabama
Experience: Mr. Cook works part-time as a practical nursing clinical instructor at Pima Community College, Desert Vista Campus. More recently, he has been pursuing a master's degree at Northern Arizona University majoring in Nursing, Family Nurse Practitioner. During his military career, he served in various capacities such as a medical services flight commander and chief nurse executive/deputy squadron commander.

Drewek, Amy H.
Discipline(s): Sign Language (Academic), Interpreter Training (Occupational)
Salary: $710 per load hour
Education: Bachelor of Science Education, Special Education and Rehabilitation, University of Arizona; Master of Arts, Interpretation, Gallaudet University, Washington, District of Colombia
Experience: Ms. Drewek is currently working for Pima Community College as a freelance sign language interpreter at the West Campus. She has more than 14 years experience as a sign language interpreter. Her teaching experience includes being a sign language interpreter for the Community Outreach Program for the Deaf and she worked for the Arizona State School for the Deaf and the Blind.

Fields, Paul M.
Discipline(s): Physics (Academic)
Salary: $710 per load hour
Education: Bachelor of Science and Master of Science, Physics, Arizona State University
Experience: Mr. Fields worked as a correctional officer in Tucson for one year. Prior to that, he taught high school physics and mathematics for Tucson Unified School District for seven years. He worked as an engineer for IBM Corporation in Rochester, Minnesota for 19 years.

Gray, Kindall L.
Discipline(s): Writing (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English and Master of Fine Arts, Creative Writing, University of Arizona

(Continued)
Experience: Ms. Gray has been an instructor for the Modern Languages Department at the University of Arizona for the last two years. Prior to that, she was an assistant fiction editor for Cutthroat magazine in Durango, Colorado.

**Hawkley, Travis K.**
Discipline(s): English as a Second Language (Developmental)
Salary: $710 per load hour
Education: Bachelor of Arts, Linguistics, Brigham Young University, Provo, Utah; Master of Second Language Teaching, Utah State University, Logan, Utah
Experience: Mr. Hawkley works as an adjunct faculty at Bowling Green State University in Bowling Green, Ohio, where he teaches Spanish courses. He taught ESL and Spanish courses at Owens Community College in Toledo, Ohio for one year.

**Hellman, Aaron**
Discipline(s): Mathematics (Developmental)
Salary: $710 per load hour
Education: Bachelor of Arts, Psychology and Master of Education, Counseling and Guidance, University of Arizona
Experience: Mr. Hellman is currently working as an elementary school teacher for Tucson Unified School District. He has taught second, fourth and sixth grades for the past twenty-four years.

**Hill, Meagan C., J.D.**
Discipline(s): Administration of Justice, Business (Academic), Writing (Developmental), Paralegal (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Arts, English and Doctor of Jurisprudence, Indiana University, Bloomington, Indiana
Experience: Dr. Hill is currently working as an associate attorney at Bass & Associates, P.C. She also teaches business courses to both graduate and undergraduate students at the University of Phoenix.

**Jensvold, Shawn A., J.D.**
Discipline(s): Administration of Justice (Academic), Paralegal (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Microbiology and Juris Doctor, Law, University of California, Davis, Davis, California
Experience: Dr. Jensvold is currently working as a deputy county attorney for the Pima County Attorney’s Office. He also teaches DNA and Criminal Justice courses at University of Arizona.

**Kesler, Karl O.**
Discipline(s): Logistics (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science and Business Administration, University of Arizona
Experience: Mr. Kesler has been the president of Logistic Software Solutions since 1989. He has no formal teaching experience.
Kovacic, Rick
Discipline(s): Digital Arts (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Arts, Speech and Theatre Arts, Colorado State University, Fort Collins, Colorado; Master of Science, Telecommunication Management and Special Major, California State University, East Bay, Hayward, California with sufficient credits for Digital Arts certification
Experience: Mr. Kovacic is currently working as a lead instructor in the Web Design and Interactive Media Program at Art Institute of Tucson. He worked for more than two years as an adjunct instructor for the Web and Multimedia department at Brooks Institute in Santa Barbara, California.

Lawson, Robert, Pharm D.
Discipline(s): Dental Hygiene 122 (Occupational Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Science, Nursing, University of Phoenix; Doctor of Pharmacy, University of Arizona
Experience: Dr. Lawson has been working as an OR Nurse at the Tucson Medical Center since 2001. He also works as a surgical assistant for U.S. Army Reserve in Tucson. Dr. Lawson has no formal teaching experience.

Lisetska, Oksana B.
Discipline(s): English as a Second Language (Developmental), Writing (Developmental)
Salary: $710 per load hour
Education: Evaluated transcripts by World Communication International for Master of Arts, English and Spanish Language and Literature, Kiev State Linguistic University, Kiev, Ukraine. Ms. Lisetska has sufficient upper and lower division courses to meet the requirement to teach developmental writing.
Experience: Ms. Lisetska has been a tutor for the University of Arizona Critical Languages Program for the last three years. She has taught Russian and German for charter schools in Tucson and worked as a Ukrainian-to-English translator for the Tucson City Courts.

Lumish, Martin I.
Discipline(s): Mathematics (Developmental)
Salary: $710 per load hour
Education: Bachelor of Science, Mathematics, City College of New York, New York
Experience: Mr. Lumish has been the president of his own company, Triton Systems, since 1994. He helps companies and individuals with database applications. Mr. Lumish worked as an adjunct faculty of information systems at Pace University and Mercy College, both in New York. He taught mathematics and computer science for 19 years at Bronx High School of Science in New York.

McGath, Molly K.
Discipline(s): Chemistry (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, History and Bachelor of Science, Chemistry, University of Nebraska, Lincoln, Nebraska; Master of Arts, Chemistry, University of Arizona

(Continued)
Experience: Ms. McGath is a research assistant for the Arizona State Museum at the University of Arizona where she performs research on cellulose degradation. She also taught a laboratory course to pre-nursing students at the University of Arizona for one semester.

McGuire, Ashley B. (Bo)
Discipline(s): Writing (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English and Writing, University of Montevallo, Montevallo, Alabama; Master of Arts, English and Comparative Literature, University of Cincinnati, Cincinnati, Ohio; Master of Fine Arts, Creative Writing, University of Arizona
Experience: Mr. McGuire has been a graduate teaching assistant in the English department for the University of Arizona. Before moving to Tucson, he held a similar position at the University of Cincinnati.

Moore, Jamie L.
Discipline(s): Philosophy
Salary: $710 per load hour
Education: Bachelor of Arts, Liberal Arts, The City College of New York, New York, New York; Master of Arts, Philosophy, University of Pittsburgh, Pittsburgh Pennsylvania
Experience: Ms. Moore is currently working as a high school teacher for Pueblo High School. She has taught humanities and mathematics courses for more than ten years. Previously, she was a teacher assistant.

Murphy, Timothy A.
Discipline(s): Computer Aided Drafting (Occupational)
Salary: $710 per load hour
Education: Associate of Applied Science, Computer Aided Drafting, Pima Community College; Certificate, Computer Aided Drafting, Pima Community College
Experience: Mr. Murphy is currently working as an advance programmer for Raytheon Missiles Systems. He has more than five years experience in the computer aided drafting field. He is very knowledgeable with Pro/Engineering and is well versed with part, assembly, and drawing aspects of the tool. He has no formal teaching experience.

Nutter, Kevin J., Ph.D.
Discipline(s): Student Success, Education (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Vocational Rehabilitation, University of Wisconsin, Stout, Wisconsin; Master of Arts, Special Education-Rehabilitation Counseling, and Doctor of Philosophy, Student Personnel Administration, University of Northern Colorado, Greeley, Colorado
Experience: Dr. Nutter is currently working as a coordinator for fraternity and sorority programs for the University of Arizona. He has taught educational psychology courses for more than nine years for Northern Arizona University’s Tucson campus.
Osborne, James, J.D.
Discipline(s): Writing (Academic), Literature (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English, University of Connecticut, Storrs, Connecticut; Master of Arts, English, City of New York, Brooklyn College, Brooklyn, New York; Juris Doctor, Brooklyn Law School, Brooklyn, New York
Experience: Dr. Osborne worked as an English as a second language instructor, curriculum developer and executive program coordinator at Rennert Bilingual Institute in New York for nine years. He also worked as an English adjunct for Brooklyn College in Brooklyn, New York for one year.

Pawlak, Wendy S.
Discipline(s): Literature, Writing (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Accounting, Tiffin University, Tiffin, Ohio; Master of Arts, English, University of Toledo, Toledo, Ohio
Experience: Ms. Pawlak is a doctor of philosophy candidate majoring in English at the University of Arizona. She has worked as a graduate teaching assistant teaching first year English composition at the University of Arizona. She also taught first year English composition at the University of Toledo while pursuing her master's degree.

Peterson, Jenifer M.
Discipline(s): Nursing (Academic Limited Exemption)
Salary: $710 per load hour
Education: Associate of Applied Science, Nursing, Pima Community College; Bachelor of Science, Nursing, Grand Canyon University
Experience: Ms. Peterson has been a clinical nurse at the University Medical center since 2007. Prior to that, she worked in the local retail industry. Ms. Peterson has no formal teaching experience.

Rhea, Carl A.
Discipline(s): Psychology (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Social Psychology, Park University, Parkville, Missouri; Master of Arts, Psychology, Northcentral University, Prescott Valley, Arizona
Experience: Mr. Rhea has been in the United States Air Force since 1991. For the last four years, he has been the director/lead instructor for the Davis Monthan Air Force Base Leadership School.

Sakamoto, Takahiro
Discipline(s): Chemistry (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Chemistry, Otterbein University, Westerville, Ohio; Master of Science, Chemistry, Indiana University, Purdue, Indianapolis, Indiana

(Continued)
Experience: Mr. Sakamoto has worked as a research associate for the University of Arizona since 2004. He is currently working on completing his dissertation for a doctorate degree in Chemistry from the University of Arizona. Mr. Sakamoto has no formal teaching experience.

Sampson, Laura L.
Discipline(s): Biology (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Biology and Master of Science, Cellular, Viral, and Molecular Biology, University of Utah, Salt Lake City, Utah
Experience: Ms. Sampson has been a freelance proofreader and typist since 1999. Prior to that, she worked as a research associate at University of Utah for ten years. Ms. Sampson has no prior teaching experience.

Teran, Lorena
Discipline(s): Mathematics (Developmental)
Salary: $710 per load hour
Education: Bachelor of Arts in Education, Elementary Education, and Master of Education, Bilingual/Bicultural Education, University of Arizona
Experience: Ms. Teran has been teaching for Tucson Unified School District for more than 23 years. She teaches math and science to middle school students.

Tuck, Tony M.
Discipline(s): Fitness and Sport Sciences (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Science, Parks and Recreation and Tourism Management, North Carolina State University, Raleigh, North Carolina; Master of Arts, Educational Psychology, University of Arizona
Experience: Mr. Tuck has been a physical education teacher, coach and recreation specialist over a period of 15 years. Currently, he is the assistant director for Campus Recreation at the University of Arizona where he has also taught swimming and lifeguard training for six years.

Vandervoet, Prescott L.
Discipline(s): History (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Ecology and Environmental Biology and Master of Arts, Latin American Studies, University of Arizona with 27 graduate credits in history
Experience: Mr. Vandervoet is currently working as a research specialist for the Udall Center for Studies in Public Policy at the University of Arizona. He has no formal teaching experience.

Zamorano, Cristy
Discipline(s): Writing (Academic), Literature (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English, University of Arizona; Master of Arts, English Literacy, Northern Arizona University

(Continued)
Experience: Ms. Zamorano previously worked as an escrow officer for Stewart Title and Trust. She has also been a creative writing teacher for Compass High School. Additionally, Ms. Zamorano was a writing tutor for Pima Community College.

Approvals

Contact Person

Janet L. May

Chancellor

Dr. Roy Flores
Temporary Appointments

Recommendation:

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

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.

Baird, Timothy

Support Assistant

WC

Hourly Rate: $12.39
Education: Bachelor of Arts, English and Philosophy, Northern Arizona University; Master of Fine Arts, Creative Writing, University of Arizona
Experience: Mr. Baird has twenty-six years experience in typography and graphic design. Additionally, he has experience in the production and maintenance of files and books with several printing and typography companies in Tucson.

Camps, Eva-Franzisca

Tutor I

WC

Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Ms. Camps is a foreign exchange student and is recommended by the world languages department chair because she is fluent in both German and English writing and speaking.
Temporary Appointments

Carrazco, Diana  
**Student Services Tech**  
WC  
Hourly Rate: $14.31  
Education: Coursework, Pima Community College  
Experience: Ms. Carrazco has three years experience as an office manager for APL Properties in Tucson. She has eight months experience as a real estate agent for Realestate.com.

Ciscomani, Laura  
**Program Coordinator**  
DC  
Hourly Rate: $20.02  
Education: Bachelor of Arts, History, Leland Stanford Junior University, Palo Alto, California; Master of Public Administration, University of Arizona  
Experience: Ms. Ciscomani has one year experience as a program director at El Centro Chicano and one year experience as a public policy fellow with the Congressional Hispanic Caucus Institute. Additionally, she has two years experience as the executive director at Youth Education Security, Inc where she successfully created, directed and managed educational programs and events.

Colvin, Henry  
**Production Assistant II**  
CC  
Hourly Rate: $15.00  
Education: Associate of Applied Science, Communications, Eastern Arizona College  
Experience: Mr. Colvin has two years experience as the director of photography and technical advisor for the People of Bylas documentary. He has experience as a camera operator and video producer for several other videos produced for Eastern Arizona College, Fort Thomas Unified School District and Freeport MacMoran.

Crim, Katie  
**Tutor I**  
DC  
Hourly Rate: $7.35  
Education: Bachelor of Science, Animal Science, University of Arizona  
Experience: Ms. Crim has five months experience as an undergraduate teaching assistant in the Department of Mathematics and three months experience at the Strategic Alternative Learning Technique at the University of Arizona.

Echeverria, Daniel  
**Tutor I**  
DV  
Hourly Rate: $8.00  
Education: Bachelor of Science, Computer Science, University of Arizona  
Experience: Mr. Echeverria has three years experience as a software engineer at Tucson Embedded Systems. He has three years experience as a mathematics tutor at the Desert Vista campus of Pima Community College. He has been interviewed and recommended by Larry Kull, Mathematics Lab Specialist.

Fielder, Justin  
**Office Aide**  
DC  
Hourly Rate: $7.35  
Education: Coursework, Pima Community College  
Experience: Mr. Fielder has 10 months experience as a federal work study student aide in Disable Student Resources working in the Assistive Technology lab and other administrative duties.

(Continued)
Gomez, Marcos

**Workforce Trainer**  
Public Safety and Emergency Services Institute  
**Hourly Rate:** $23.00  
**Education:** Certificate, General Instructor, Firearms, Rifle, High Risk Stop, Arizona Police Officer Standards and Training (POST)  
**Experience:** Mr. Gomez has eleven years experience as a police officer with the City of Tucson Police Department.

Graves, Lee

**Production Assistant II**  
Pool – Center for Learning Technology  
**Hourly Rate:** $15.00  
**Education:** Associate of Arts, General Studies, Pima Community College; Associate of Applied Science, Motion Picture Technology, Scottsdale Community College; Bachelor of Arts, Interdisciplinary Art and Performance, Visual Art, Arizona State University  
**Experience:** Mr. Graves has one year experience as a film projectionist and programming assistant with MCTV-Channel 28 at Scottsdale Community College. He has one year experience as a stagehand, loader and grip with Rhino Staging and the Arizona Opera in Tucson.

Gray, Catherine

**Computer Instructor**  
Prison Program  
**Hourly Rate:** $20.53  
**Education:** Bachelor of Science, Business Administration, University of Arizona  
**Experience:** Ms. Gray has eleven years experience as a web designer, developer and administrator for Jalapeno Café, Rocky Mountain Mortgage, Financenter, Safari Club International, Charming Interactive and United Fire and Equipment Company. In addition, she has one year experience as an E-Strategies manager for United Way of Tucson. She has two years experience as a computer instructor at Arizona Institute of Business and Technology.

Henriquez, Nalley

**Office Aide**  
Biology Lab  
**Hourly Rate:** $7.35  
**Education:** Coursework, Pima Community College  
**Experience:** Ms. Henriquez has five months experience as a federal work study student aide working in the Biology Lab at the West Campus.

McElroy, Daniela

**Student Ambassador**  
Student Services  
**Hourly Rate:** $7.35  
**Education:** Coursework, Pima Community College  
**Experience:** Ms. McElroy has five months experience as a federal work study student aide in student services on the West Campus. She was recommended as a student ambassador by Karen Smith, Student Services Manager at West Campus.

Murphy, Brendon

**Production Assistant II**  
Pool – Center for Learning Technology  
**Hourly Rate:** $15.00  
**Education:** Bachelor of Arts, Media Arts, University of Arizona  
**Experience:** Mr. Murphy has ten years experience as a member and partner for LaughingStock Comedy Company performing for corporate clients and providing workshops in performance, creative and presentation skills. He has
one year experience as a performance teacher for film, TV, stage and presentations for the Southgate Academy Charter School.

Murray, Nicholas
Production Assistant II        CC
Hourly Rate: $15.00
Education: Associate of Arts, General Studies and Associate of Applied Science, Digital and Film Arts, Pima Community College
Experience: Mr. Murray has one year of experience as a graphic illustrator with Postnet. He has experience with video equipment and camera operation acquired during his studies at Pima Community College.

Ontiveros, Daniela
Production Assistant II        CC
Hourly Rate: $15.00
Education: Associate of Arts, Liberal Arts, Media Communications, Pima Community College; Bachelor of Fine Arts, Media Arts, University of Arizona
Experience: Ms. Ontiveros has nine months experience as a video production teacher for Pan Left Productions and sixteen months as an administrative assistant with Access Tucson Community Television.

Pesqueira, Fabian
Tutor I        DV
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Mr. Pesqueira has completed all levels of mathematics courses at Pima Community College. He was interviewed by Kathleen Marks, program manager for academic services and Larry Kull, mathematics lab specialist and based on his interviews and coursework is recommended for the tutor position.

Pittman, Brandon
Production Assistant II        CC
Hourly Rate: $15.00
Education: Coursework, Pima Community College
Experience: Mr. Pittman has over four years experience as production assistant, assistant producer and executive producer, including video and documentary production, with RES Productions, Radian-Helix Media and Bristol Productions.

Rochester, Teresa
Auxiliary Aide        WC
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Ms. Rochester has ten years experience as a special education aide with the Marana Unified School District.

Rodriguez, Rafael
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 Administration and Management, Information Systems, University of Phoenix
Experience: Mr. Rodriguez has over eight years experience as a teacher in English, mathematics, computer skills and business with University High School and Chaparral College.

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<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Hourly Rate</th>
<th>Education</th>
<th>Experience</th>
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<tbody>
<tr>
<td>Shemroske, Corey</td>
<td>Tutor I DV</td>
<td>$8.00</td>
<td>Associate of Science, Science, Pima Community College; Bachelor of Arts, Writing, University of Arizona</td>
<td>Mr. Shemroske has three years experience as an instructional specialist in literature, mathematics and English with the Tucson Unified School District. He has two years experience as an all subjects tutor at Pima Community College.</td>
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<tr>
<td>Stotts, Henry</td>
<td>Production Assistant II CC</td>
<td>$15.00</td>
<td>Bachelor of Arts, Radio, Television and Film Production, University of Louisiana, Monroe, Louisiana</td>
<td>Mr. Stotts has six years experience working with media production as a marketing assistant, desktop publisher and theater manager with several companies in San Francisco, California and Austin, Texas.</td>
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<td>Tapa, Barbara</td>
<td>Substitute Instructor CC</td>
<td>$20.53</td>
<td>Bachelor of Fine Arts, Advertising, Graphic Design and Photography, University of Arts, Philadelphia, Pennsylvania</td>
<td>Ms. Tapa has one year experience as a computer graphics professor at Mercer County Community College in Lawrenceville, New Jersey and the Art Institute of Tucson. Ms. Tapa has a certification as an art teacher from Rutgers University in Camden, New Jersey.</td>
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**Approvals**

Contact Person: [Signature]  
Janet L. May

Chancellor: [Signature]  
Dr. Roy Flores
Faculty Regular Appointments 2011/2012 Fiscal Year

Recommendation:

The Chancellor recommends that the Board of Governors approve the following faculty regular appointments for the 2011/2012 Fiscal Year. Furthermore, the Chancellor recommends that the Board authorize the Chancellor, or designee, to sign the employment contracts for faculty personnel on behalf of the College District.

Justification:

As stated in the 2010/2011 Faculty Personnel Policy Statement, “a faculty member shall be offered a new contract for the ensuing academic or fiscal year unless s/he received notice otherwise on or before March 1.”

Instructional and Educational Support Faculty have been evaluated through student feedback. This part of the program will be followed by an annual performance evaluation conducted by supervising deans. The ongoing feedback and evaluation process is designed to strengthen instruction and educational support services at Pima Community College. The evaluation emphasizes responsiveness to student needs, support of successful instructional, counseling and library methods, and provides guidance toward continual improvement in teaching and other faculty work.

The Instructional and Educational Support Faculty listed on the attached pages are current full-time regular faculty and are recommended for regular appointment for the 2011/2012 Fiscal Year. The contract, when issued, will stipulate appropriate terms and conditions, including but not limited to, salary, days of accountability and designation of instructional or educational support faculty status.

Approvals

Contact Person

Chancellor

Dr. Roy Flores

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<td>Aguilar, Darla</td>
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Fike, Carolyn
Files, Margaret
Fitzpatrick, Joseph
Flasch, Paul
Flattley, Rita
Foege, Andrea
Foster-Strauss, Gale
Foth, Robert
Fraley, Martha
Franklin, Anne
Franz, Melinda
Fraychineaud, Kathy
Fried, Margaret
Gabbitas, Jeffrey
Gaida, Duff
Gall, Joy
Gardiner, Patricia
Garrick, Earl
Gers, Simone
Gonzales, Gail
Gotwalt, Eugene
Gousseva, Julia
Graham, Andrea
Graham, Darryl
Grajeda, Elena
Crede, Stephen
Grill, Mischala
Grimm, Lori
Guajardo, Jennifer
Gutierrez, Guadalupe
Haber, Ann
Hacker, Wayne
Hale, Ronald
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Hamadou, Nancy
Han, Chien
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Heinrich, Susan
Hellman, Shawn
Henderson, Andrea
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Higgins, Perry
Hinojosa, Manuel Matthew
Holland, Doug
Holmberg, Maria
Hong, Lazaro
Howe, Cynthia
Iadevaia, David
Ibanez-Murphy, Carolina
Infuso, Barry
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Jensen, Susan
Jimenez, Ana
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Jordan, Sharon
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Jurkowitz, Lisa
Katcher, Jennifer
Katz, David
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Kelley, Colleen
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Kordich, John
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Kracen, Laurel
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Meeting Date: 2/9/11

Item Title: Contract: Engineers Selection for Multi-Term Open-Ended Contracts

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

Recommendation:

The Chancellor recommends the Board of Governors approve the selection of: Holben, Martin & White Consulting Structural Engineers, Inc.; Schneider & Associates Structural Engineers; Psomas; SouthWestern Consulting Engineers, LLC; Bowden Engineering, Inc.; Advantech Facility Design, Inc.; KC Mechanical Engineering, LLC; Terracon Consultants, Inc.; Western Technologies, Inc.; and GLHN Architects and Engineers, Inc. to provide engineering services for College capital projects.

Justification:

The College uses consulting engineers to provide drawings, plans, specifications, estimates and construction observation for College construction projects that require electrical, mechanical, civil, structural, and geotechnical engineering. Because capital outlay projects have short timelines for completion, it is not practical to conduct an engineering selection process for each capital project.

Arizona Revised Statutes direct the selection process for engineers to be based on qualifications. The College issued a Request for Proposals (RFP) for Multi-Term, Multi-Requirement Engineering Services to assist the College for one-year terms with the potential to be extended for four additional one-year terms. Each engineering firm may be asked to assist with more than one project. The College will have no obligation to extend the term, or to assign any projects to any of these firms.

The College received proposals from twenty-three (23) engineering firms. A committee comprised of representatives from various College campuses and departments, including a licensed architect and a licensed contractor, screened the proposals using a structured evaluation form and open discussion. The committee subsequently selected ten (10) firms based on criteria established by the committee, including: firm experience, project engineering teams, project cost history, quality control, schedule control, assumptions and owner responsibilities, firm size and work load, contract services, and references.
The ten (10) firms selected are:

- Holben, Martin & White Consulting Structural Engineers, Inc., Tucson, AZ
- Schneider & Associates Structural Engineers, Tucson, AZ
- Psomas, Tucson, AZ
- SouthWestern Consulting Engineers, LLC, Tucson, AZ
- Bowden Engineering, Inc., Tucson, AZ
- Advantech Facility Design, Inc., Tucson, AZ
- KC Mechanical Engineering, LLC, Tucson, AZ
- Terracon Consultants, Inc., Tucson, AZ
- Western Technologies, Inc., Tucson, AZ
- GLHN Architects and Engineers, Inc., Tucson, AZ

**College Plan Initiative:**

Initiative 5 – Improve the Use of Physical Assets

Annual Capital Budget

**Financial Considerations:**

The costs associated with this action are included with proposed capital outlay projects presented during the annual capital budget process.

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**Approvals**

Contact Person

Dr. David Bea

Chancellor

Dr. Roy Flores
Meeting Date: 2/9/11

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<tr>
<th>Item Title</th>
<th>Contact Person</th>
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<tbody>
<tr>
<td>Contract: Employers Dental Services and United Concordia Companies, Inc.</td>
<td>Dr. David Bea Executive Vice Chancellor for Finance and Administration (206-4519)</td>
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Recommendation:

The Chancellor recommends that the Board of Governors contract for employee dental benefits with Employers Dental Services and United Concordia Companies, Inc. for the period July 1, 2011 - June 30, 2012.

Justification:

Pima Community College currently provides benefit-eligible employees the choice among two dental benefit plans: a pre-paid plan provided through a contract with Employers Dental Services, a subsidiary of the Principal Financial Group; and a preferred provider organization plan provided through a contract with United Concordia Companies, Inc. For both companies, premiums paid by the College and the employee will remain the same as premiums paid in fiscal year 2011.

College Plan Initiative:

Initiative 7 - Strengthen administrative operations
Strategy 7.3 - Improve internal operations

Financial Considerations:

The fiscal year 2012 premiums for Employer Dental Services will be approximately $108,000 and for United Concordia will be approximately $306,000. Based upon an estimate of 1,300 benefit eligible employees, the College paid cost is projected to be no more than $128,000 with the remainder funded by employees through payroll deductions. The College currently contributes to either plan at 100% of the employee only prepaid plan premium. Projections are based upon current enrollments and are subject to change based upon employee elections. This is the same contract cost as the previous year.

Approvals

Contact Person
Dr. David Bea

Chancellor
Dr. Roy Flores
Recommendation:

The Chancellor recommends that the Board of Governors contract with Minnesota Life Insurance Company bid for basic and optional life insurance coverage for employees during the period, July 1, 2011 – June 30, 2012. Contract costs are projected to be approximately $377,000, which is the same as the current year.

Justification:

Pima Community College currently provides benefit-eligible employees basic and Accidental Death and Dismemberment term life. The benefit is 1.5 times an employee's annual salary with a minimum coverage of $50,000. Additionally, employees have the ability to purchase optional term life insurance coverage for themselves and their spouse and children. This is the second year of the College's option for additional contract years. The premium structure for this year is a premium guarantee negotiated for three contract years.

College Plan Initiative:

Initiative 7 – Strengthen administrative operations
    Strategy 7.3 – Improve internal operations

Financial Considerations:

Based upon an estimate of 1,300 benefit-eligible employees, the College cost is projected to be $232,343 with a potential total contract value of $377,347. Projections are based upon current salaries and optional life insurance enrollments and are subject to change based upon employee elections and salary changes. This is the same contract cost as the previous year.
Pima County Community College District
Board of Governors
4905C East Broadway/Tucson, Arizona 85709-1010

ACTIONS ITEM

Meeting Date: 2/9/11

Item Title

Macsteel Service Centers USA, Inc. Foreign Trade Zone Agreement

Contact Person

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 Macsteel Service Centers USA, Inc. specifying that the College will support the Macsteel Service Centers USA, Inc. Foreign Trade Zone sub-zone application in exchange for Macsteel Service Centers USA, Inc. compensating the College for the loss in property tax revenues due to the Foreign Trade Zone sub-zone designation.

Justification:

Macsteel Service Centers USA, Inc. (Macsteel) is interested in attaining a Foreign Trade Zone (FTZ) subzone classification for its operations, which are located on E. Century Park Drive, Tucson. FTZ is a special zoning designation that allows property to be treated as though it is legally outside of the U.S. Customs’ territory. As such, merchandise may be brought in and stored duty-free without full customs formalities or tariffs. 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 0.20, FTZ property is assessed at a rate of 0.05.

As part of the federal process, Macsteel is required to attain letters from the local taxing entities that will be affected by the FTZ designation. Macsteel has agreed to annually compensate the College for the loss in property tax revenues due to the FTZ subzone designation.

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 Macsteel starting when the property attains FTZ subzone classification and is assessed at the lower valuation rate. Because Macsteel 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.

(Continued)
Approvals

Contact Person

Dr. David Bea

Chancellor

Dr. Roy Flores