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 9th day of March, 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 7th day of March 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
   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 April 13, 2011

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

General Matters (Continued)

9. Report — Chancellor


Information Items

11. Separations from Employment

12. Student Aide Hires

13. Fiscal Year 2011/12 Changes in Student Fees

Action Items

14. Approval of Minutes
   Regular Meeting of February 9, 2011

15. Consent Agenda

   15.1 New Appointments

   15.2 Administrative Appointment

   15.3 Administrator Contracts 2011/2012

   15.4 Adjunct Faculty Appointments

   15.5 Temporary Appointments

   15.6 Summer Work Schedule 2011

   15.7 Grant Proposal: United States Department of Education,
   Educational Talent Search (Desert Vista Campus)

   15.8 Grant Proposal: United States Department of Education,
   Educational Talent Search (West Campus)

   15.9 Grant Proposal/Sub-recipient Agreement: National Science
   Foundation/University of Washington, Collaborative Research:
   Agave Floral Traits and Pollinator Community Effects

   15.10 Contract: College-wide Adobe License Program
Other Action Items

16. Contract: Employee Medical Benefits
17. Contract: Pharmacy Benefit Management
18. 2011-12 Tuition

Adjournment

Regular Meeting
April 13, 2011, 7:00 p.m.
District Office
Community Board Room
4905C East Broadway
Tucson, AZ 85709-1010
General Matters/Reports

Meeting Date: 3/9/11

Item Title | Contact Person
---|---
General Matters/Reports | Chancellor's Office (206-4747)

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 April 13, 2011
8. Report—Secretary of the Board
9. Report—Chancellor

Approval

Chancellor

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

GENERAL MATTERS/REPORTS

Meeting Date: 3/9/11

Item Title: Report – January 2011 Financial Statements

Contact Person: 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 January 2011. 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 January. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the increase in net assets through month end, year-to-date, is approximately $28.8 million. This is higher than the January 2010 net assets increase of $22.6 million but still consistent with our expectations.

In terms of operational performance, General Fund revenues and expenditures are in line with the budget and our expectations. Personal services expenditures and commitments are 84.1 percent of the budget, which is slightly lower than the previous year. Services and supplies expenditures and commitments are approximately 67.5 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 January are $227.8 million, which is an increase of $18 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

31-Jan-11  
(Preliminary)

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>FY 2010/11 General</th>
<th>Auxiliary and Restricted</th>
<th>Plant and Other Funds</th>
<th>Total All Funds</th>
<th>FY 2009/10 Prior Year Totals as of January 31, 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td>$73,327,883</td>
<td>($7,834,736)</td>
<td>$35,688,214</td>
<td>$101,181,361</td>
<td>$95,402,224</td>
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<tr>
<td>Receivables</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$3,465,128</td>
<td></td>
<td>$655,206</td>
<td>$4,120,334</td>
<td>3,977,179</td>
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<tr>
<td>Accounts (net of allowances)</td>
<td>$10,286,796</td>
<td>($13,710)</td>
<td>$2,521</td>
<td>10,276,070</td>
<td>3,624,949</td>
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<tr>
<td>Government Grants and Contracts</td>
<td>$</td>
<td></td>
<td>$12,611,986</td>
<td>12,611,986</td>
<td>9,061,826</td>
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<tr>
<td>Student Loans (net of allowances)</td>
<td>$</td>
<td></td>
<td>$-</td>
<td>-</td>
<td>5,524</td>
</tr>
<tr>
<td>Other</td>
<td>$1,054,247</td>
<td>68,695</td>
<td>$5,633</td>
<td>1,128,575</td>
<td>1,555,081</td>
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<tr>
<td>Inventories</td>
<td>$222,846</td>
<td>$-</td>
<td>$-</td>
<td>222,846</td>
<td>201,701</td>
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<tr>
<td>Prepaid Expenses</td>
<td>$169,939</td>
<td>$-</td>
<td>$-</td>
<td>169,939</td>
<td>186,071</td>
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<tr>
<td><strong>Total Current Assets</strong></td>
<td>$88,526,839</td>
<td>4,832,235</td>
<td>47,499,576</td>
<td>140,858,650</td>
<td>114,014,555</td>
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<tr>
<td><strong>Noncurrent Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted Cash and Cash Equivalents</td>
<td>$</td>
<td>$-</td>
<td>($2,971,451)</td>
<td>($2,971,451)</td>
<td>9,280,898</td>
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<td>Notes Receivable (net of allowances)</td>
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<td>$-</td>
<td>$1,246,869</td>
<td>1,246,869</td>
<td>1,581,482</td>
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<tr>
<td>Other Long-term Investments</td>
<td>$1,312,982</td>
<td>$-</td>
<td>$-</td>
<td>1,312,982</td>
<td>2,375,730</td>
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<tr>
<td>Investments in Real Estate</td>
<td>$</td>
<td>$-</td>
<td>$-</td>
<td>-</td>
<td></td>
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<tr>
<td>Land</td>
<td>$</td>
<td>$-</td>
<td>$15,291,311</td>
<td>15,291,311</td>
<td>15,291,311</td>
</tr>
<tr>
<td>Buildings &amp; Leasehold improvements (net of depreciation)</td>
<td>$</td>
<td>$-</td>
<td>$100,138,584</td>
<td>100,138,584</td>
<td>104,769,313</td>
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<tr>
<td>Construction in Progress</td>
<td>$</td>
<td>$-</td>
<td>$-</td>
<td>-</td>
<td>325,611</td>
</tr>
<tr>
<td>Equipment (net of depreciation)</td>
<td>$</td>
<td>$-</td>
<td>$2,930,055</td>
<td>2,930,055</td>
<td>3,206,254</td>
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<tr>
<td>Library Books (net of depreciation)</td>
<td>$</td>
<td>$-</td>
<td>$1,938,438</td>
<td>1,938,438</td>
<td>1,957,411</td>
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<tr>
<td><strong>Total Noncurrent Assets</strong></td>
<td>$1,312,982</td>
<td>0</td>
<td>118,573,806</td>
<td>119,886,788</td>
<td>138,788,010</td>
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<tr>
<td><strong>Total Assets</strong></td>
<td>$89,839,821</td>
<td>4,832,235</td>
<td>166,073,382</td>
<td>260,745,438</td>
<td>252,802,565</td>
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</table>

<table>
<thead>
<tr>
<th>LIABILITIES</th>
<th>FY 2010/11 (49,914)</th>
<th>FY 2009/10</th>
<th>FY 2009/10 Prior Year Totals as of January 31, 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Liabilities</strong></td>
<td>$8,334,854</td>
<td>$4,120,334</td>
<td>$2,794,057</td>
</tr>
<tr>
<td>Accrued Payroll and Benefits</td>
<td>$2,900,032</td>
<td>$1,205,836</td>
<td>801,112</td>
</tr>
<tr>
<td>Accounts Payable and Accrued Liabilities</td>
<td>$1,055,795</td>
<td>$1,820,386</td>
<td>627,537</td>
</tr>
<tr>
<td>Deposits Held in Custody</td>
<td>$441,524</td>
<td>$441,524</td>
<td>$4,486,805</td>
</tr>
<tr>
<td>Current Portion of Long-term Liabilities</td>
<td>$240,000</td>
<td>$4,619,027</td>
<td>10,276,070</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>$8,334,854</td>
<td>$4,120,334</td>
<td>8,709,511</td>
</tr>
<tr>
<td><strong>Noncurrent Liabilities</strong></td>
<td>$18,250,000</td>
<td>$21,262,269</td>
<td>34,285,697</td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td>$2,525,215</td>
<td>$2,525,215</td>
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</tr>
<tr>
<td>Long-term Liabilities</td>
<td>$3,012,269</td>
<td>$21,262,269</td>
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</tr>
<tr>
<td><strong>Total Noncurrent Liabilities</strong></td>
<td>$5,537,484</td>
<td>$23,787,484</td>
<td>34,291,597</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>$13,872,338</td>
<td>$19,131,478</td>
<td>$43,001,105</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>NET ASSETS</th>
<th>FY 2010/11 (49,914)</th>
<th>FY 2009/10</th>
<th>FY 2009/10 Prior Year Totals as of January 31, 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invested in Capital Assets (net of related debt)</td>
<td>$</td>
<td>$-</td>
<td>$101,808,388</td>
</tr>
<tr>
<td>Restricted for:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loans</td>
<td>$</td>
<td>$-</td>
<td>$1,691,773</td>
</tr>
<tr>
<td>Debt Service</td>
<td>$</td>
<td>$-</td>
<td>$7,759,717</td>
</tr>
<tr>
<td>Other (Capital Projects)</td>
<td>$</td>
<td>$-</td>
<td></td>
</tr>
<tr>
<td>Grants and Contracts</td>
<td>$</td>
<td>($2,055,574)</td>
<td>($2,055,574)</td>
</tr>
<tr>
<td>Unrestricted</td>
<td>$75,967,483</td>
<td>$35,682,026</td>
<td>$107,345,822</td>
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<tr>
<td><strong>Total Net Assets</strong></td>
<td>$75,967,483</td>
<td>$4,882,149</td>
<td>$209,801,457</td>
</tr>
</tbody>
</table>
## Statement of Revenues, Expenses and Changes in Net Assets

*For Seven Months Ending January 31, 2011*

### Operating Revenues

<table>
<thead>
<tr>
<th>Item</th>
<th>Current Funds</th>
<th></th>
<th></th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>46,028,612</td>
<td>1,295,936</td>
<td>47,324,548</td>
<td></td>
</tr>
<tr>
<td>Contracts</td>
<td>1,500,802</td>
<td></td>
<td>1,500,802</td>
<td></td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>854,446</td>
<td></td>
<td>854,446</td>
<td></td>
</tr>
<tr>
<td>Commission and Rents</td>
<td>184,101</td>
<td></td>
<td>201,601</td>
<td></td>
</tr>
<tr>
<td>Other Operating Revenues</td>
<td>464,204</td>
<td>5,752</td>
<td>667,831</td>
<td></td>
</tr>
<tr>
<td><strong>Total Operating Revenues</strong></td>
<td><strong>48,011,118</strong></td>
<td><strong>1,301,688</strong></td>
<td><strong>59,549,228</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Operating Expenses

<table>
<thead>
<tr>
<th>Description</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>Instruction</td>
<td>29,297,494</td>
<td>1,785,257</td>
<td>553,575</td>
<td>31,636,326</td>
</tr>
<tr>
<td>Academic Support</td>
<td>12,768,735</td>
<td>1,149,929</td>
<td>238,914</td>
<td>14,157,578</td>
</tr>
<tr>
<td>Student Services</td>
<td>11,525,444</td>
<td>1,623,188</td>
<td>115,555</td>
<td>13,264,187</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>16,107,866</td>
<td>(5,784)</td>
<td>2,367,331</td>
<td>18,590,533</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>6,825,229</td>
<td>318,112</td>
<td>2,527,654</td>
<td>9,670,995</td>
</tr>
<tr>
<td>Depreciation</td>
<td>-</td>
<td></td>
<td>4,202,514</td>
<td>4,202,514</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>1,272,071</td>
<td>38,967,891</td>
<td>-</td>
<td>40,239,962</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>381,948</td>
<td>-</td>
<td>-</td>
<td>381,948</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>77,796,839</strong></td>
<td><strong>44,170,541</strong></td>
<td><strong>9,945,543</strong></td>
<td><strong>131,912,923</strong></td>
</tr>
</tbody>
</table>

### Net Operating Gain (Loss)

| Description | (29,785,721) | (42,934,119) | (8,643,855) | (81,363,695) | $ (76,274,176) |

### Nonoperating Revenues (Expenses)

<table>
<thead>
<tr>
<th>Description</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>State Appropriations</td>
<td>11,956,575</td>
<td>-</td>
<td>-</td>
<td>11,956,575</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>48,790,683</td>
<td>5,835,304</td>
<td>54,625,987</td>
<td>54,774,575</td>
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<tr>
<td>Federal Grants</td>
<td>54,536</td>
<td>42,150,062</td>
<td>-</td>
<td>42,204,598</td>
</tr>
<tr>
<td>State and Local Grants</td>
<td>-</td>
<td>366,005</td>
<td>-</td>
<td>366,005</td>
</tr>
<tr>
<td>State Shared Sales Taxes</td>
<td>-</td>
<td>840,249</td>
<td>-</td>
<td>840,249</td>
</tr>
<tr>
<td>Gifts</td>
<td>897</td>
<td>26,436</td>
<td>-</td>
<td>27,333</td>
</tr>
<tr>
<td>Investment Income</td>
<td>142,597</td>
<td>3,459</td>
<td>27,482</td>
<td>173,538</td>
</tr>
<tr>
<td><strong>Net Nonoperating Revenues</strong></td>
<td><strong>60,945,288</strong></td>
<td><strong>43,386,211</strong></td>
<td><strong>5,862,786</strong></td>
<td><strong>110,194,285</strong></td>
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</tbody>
</table>

### Income before Other Revenues, Expenses, Gains, or Losses

<table>
<thead>
<tr>
<th>Description</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>Income before Other Revenues, Expenses, Gains, or Losses</td>
<td>31,159,567</td>
<td>452,092</td>
<td>(2,781,069)</td>
<td>28,830,590</td>
</tr>
</tbody>
</table>

### Increase (Decrease) in Net Assets

<table>
<thead>
<tr>
<th>Description</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>Increase (Decrease) in Net Assets</td>
<td>3,250,916</td>
<td>(2,537,910)</td>
<td>28,087,584</td>
<td>28,830,590</td>
</tr>
</tbody>
</table>

### Net Assets

<table>
<thead>
<tr>
<th>Description</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>Net Assets - Beginning of Year</td>
<td>72,686,567</td>
<td>7,420,059</td>
<td>118,854,320</td>
<td>198,960,946</td>
</tr>
<tr>
<td>Net Assets - End of Period</td>
<td>75,947,483</td>
<td>4,882,149</td>
<td>146,941,904</td>
<td>227,791,536</td>
</tr>
</tbody>
</table>

**Prior Year Totals as of January 31, 2010**

- Tuition and Fees: $43,912,219
- Contracts: $2,329,293
- Auxiliary Enterprises: $841,546
- Commission and Rents: $185,923
- Other Operating Revenues: $1,064,659
- **Total Operating Revenues**: $48,333,640
- **Net Operating Gain (Loss)**: $(76,274,176)
- **Nonoperating Revenues (Expenses)**: $11,956,575
- **Income before Other Revenues, Expenses, Gains, or Losses**: $22,617,081
- **Increase (Decrease) in Net Assets**: $22,642,694
- **Net Assets - Beginning of Year**: $187,158,763
- **Net Assets - End of Period**: $209,801,457
### PIMA COUNTY COMMUNITY COLLEGE DISTRICT

Summary of Expenditures and Encumbrances - General Fund - Budget and Actual
For Seven Months Ending January 31, 2011

#### 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</td>
<td>Total Committed</td>
</tr>
<tr>
<td></td>
<td>Budget</td>
<td>Amount</td>
</tr>
<tr>
<td>Instruction and General</td>
<td>$62,277,474</td>
<td>$42,474,005</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$25,788,116</td>
<td>$20,756,932</td>
</tr>
<tr>
<td>Student Services</td>
<td>$22,272,842</td>
<td>$19,150,126</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$29,707,783</td>
<td>$24,682,462</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>$12,386,777</td>
<td>$10,316,962</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>$1,345,438</td>
<td>$1,272,071</td>
</tr>
<tr>
<td>Other Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers</td>
<td>$27,879,000</td>
<td>$27,878,650</td>
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<tr>
<td>Fund balance reserved for contingency</td>
<td>$5,946,570</td>
<td>$0</td>
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<tr>
<td>Total Expenditures by Function</td>
<td>$187,604,000</td>
<td>$146,531,208</td>
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</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</td>
<td>Total Committed</td>
</tr>
<tr>
<td></td>
<td>Budget</td>
<td>Amount</td>
</tr>
<tr>
<td>Administrative Personnel</td>
<td>$6,612,000</td>
<td>$6,176,219</td>
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<tr>
<td>Faculty</td>
<td>$24,095,000</td>
<td>$21,783,592</td>
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<td>Additional Compensation - Faculty</td>
<td>$1,155,610</td>
<td>$792,543</td>
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<tr>
<td>Adjunct Faculty</td>
<td>$16,021,334</td>
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<td>Classified Staff</td>
<td>$37,666,301</td>
<td>$37,429,391</td>
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<tr>
<td>Other Compensation</td>
<td>$4,940,075</td>
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<tr>
<td>Student Employment / Workstudy</td>
<td>$31,274</td>
<td>$25,427</td>
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<tr>
<td>Fringe Benefits</td>
<td>$24,728,167</td>
<td>$13,554,758</td>
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<tr>
<td>Total Personal Services</td>
<td>$115,249,761</td>
<td>$96,933,154</td>
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<tr>
<td>Services and Supplies</td>
<td></td>
<td></td>
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<tr>
<td>Communications and Utilities</td>
<td>$6,174,605</td>
<td>$3,240,006</td>
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<td>Travel</td>
<td>$2,844,234</td>
<td>$930,229</td>
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<td>Contractual Services</td>
<td>$10,176,371</td>
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<td>Supplies and Materials</td>
<td>$7,844,385</td>
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<td>Student Financial Aid</td>
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<td>Current Fixed Charges</td>
<td>$3,174,637</td>
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<td>Total Services and Supplies</td>
<td>$31,559,670</td>
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<td>Capital Equipment</td>
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<td>Transfers</td>
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<td>Other Expenditures</td>
<td>$1,176,396</td>
<td>$174,389</td>
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<td>Contingency and Reserves</td>
<td>$11,138,173</td>
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<tr>
<td>Total Expenditures by Account</td>
<td>$187,604,000</td>
<td>$146,531,208</td>
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</table>
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

COMMITMENTS FOR INSTRUCTION

<table>
<thead>
<tr>
<th>Month</th>
<th>FY 10</th>
<th>FY 11</th>
</tr>
</thead>
<tbody>
<tr>
<td>April</td>
<td>$43.6M</td>
<td>$42.5M</td>
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COMMITMENTS FOR ACADEMIC SUPPORT

<table>
<thead>
<tr>
<th>Month</th>
<th>FY 10</th>
<th>FY 11</th>
</tr>
</thead>
<tbody>
<tr>
<td>April</td>
<td>$20.8M</td>
<td>$21.3M</td>
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</table>

COMMITMENTS FOR STUDENT SERVICES

<table>
<thead>
<tr>
<th>Month</th>
<th>FY 10</th>
<th>FY 11</th>
</tr>
</thead>
<tbody>
<tr>
<td>April</td>
<td>$19.2M</td>
<td>$17.8M</td>
</tr>
</tbody>
</table>
### Retirements

**Carter, P. Michael**  
Educational Support Faculty  
CC – Educational Technology  
Effective: 2/8/11

Michael Carter began employment in August 1977 as instructional faculty in Respiratory Therapy. He also served as a department chair. In July 1990, he was temporarily reassigned to be the activities director for a Title II grant. In 1995, he was formally changed to Educational Support Faculty in Technology.

**Farrar, Katherine J.**  
Student Services Specialist  
DO – Admissions and Registration  
Effective: 2/28/11

Katherine Farrar began employment in August 2004 as a student services specialist. Prior to full-time employment, she worked for the College in a temporary capacity in student services.

**Meier, Cynthia M.**  
Instructional Faculty  
WC – Speech  
Effective: 5/19/11

Cynthia Meier began employment as a business manager in July 2000 when Adult Education joined the College. In May 2002, she became a division dean in Adult Education after serving in
the acting assignment since August 2001. In August 2008, she transferred to instructional faculty at the West Campus.

Romero, Glerina N.
Laboratory Technician
DC – Office and Administrative Professions
Effective: 7/5/11

Glerina Romero began employment with the College in 2002 as a laboratory technician. She also served as adjunct faculty.

Rousos, Linda A.
Instructional Faculty
DV – Languages
Effective: 5/19/11

Linda Rousos began employment with the College in August 1996 as instructional faculty teaching English as a Second Language at Desert Vista Campus.

Separations from Employment

Alkema, Trina R.
Child Care Specialist
DV – Child Care Center
Effective: 2/25/11
Reason: Other Employment

Allen, Kristina
Program Manager
DC – State Energy Sector Partnership
Effective: 1/31/11
Reason: Termination of Grant

Dudley, Constance D.
Laboratory Assistant
DV – Culinary Arts
Effective: 1/28/11
Reason: Personal

(Continued)
Espinoza, Margaret A.
Information Technology Technician
CC - Administrative Services
Effective: 2/11/11
Reason: Other Employment

Flores, Teresita M.
Executive Director for Contracts, Grants and Compliance
CC - Instruction/Academic Services
Effective: 6/30/11
Reason: Position eliminated

Jacquez, Erica
Student Services Coordinator
DV - Student Services
Effective: 2/15/11
Reason: Personal

Jacquez, Griselda
Student Services Specialist
DV - Student Services
Effective: 2/15/11
Reason: Personal

Leyba, José
Interim Provost/Executive Vice Chancellor
DO - Office of the Provost
Effective: 3/11/11
Reason: Professional and personal

Lugo-Von Eps, Courtney A.
Support Coordinator
DO - Office of the Chancellor
Effective: 3/23/11
Reason: Relocation

Mager, Nancy B.
Program Manager
WC - Title V
Effective: 2/18/11
Reason: Other Employment

(Continued)
Reeve, Jr., David C.
Police Officer
DO – Public Safety
Effective: 2/4/11
Reason: Other employment

Santa Cruz, Monica M.
Student Services Specialist
EC – Student Services
Effective: 1/28/11
Reason: Family

Tecson, Maria V.
Student Services Advanced Specialist
WC – Student Services
Effective: 2/1/11
Reason: Other employment

Willis, Georgann Z.
Instructional Faculty
WC – Psychology
Effective: 5/19/11
Reason: Relocation

Zoernig, Jesse
Laboratory Specialist
WC – Ceramics
Effective: 3/11/11
Reason: Personal

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

Meeting Date: 3/9/11

Item Title: Student Aide Hires

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

Recommendation

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

Alderi
Bahti
Barcelo
Bojorquez
Burruel
Chavarria-Minera
Christie
Cubillas
Doyle
Garcia
Jackson
King
Lawson
Liera
Lopez-Serrano
Manding
Mendez
Mendoza
Nguyen
Saavedra
Sanchez
St John
Villasenor

Approvals

Contact Person: Janet L. May

Chancellor: Dr. Roy Flores
INFORMATION ITEM

Meeting Date: 3/9/11

Item Title
Fiscal Year 2011/12 Changes in Student Fees

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

Recommendation:

The attached charges are cost recovery fees that support instructional delivery costs associated with specific courses, tests, or services. The New Fees pages reflect the addition of new courses that have associated services or consumable supplies costs or courses that have added cost recovery elements to the course delivery. The Changes pages indicate increases and reductions to currently existing fees. The attached list has been reviewed by the Chancellor and he has approved these changes in student charges for fiscal year 2012.

Approvals

Contact Person
Dr. David Bea

Chancellor
Dr. Roy Flores
<table>
<thead>
<tr>
<th>Course</th>
<th>Course Name</th>
<th>Fee Category</th>
<th>Proposed New Fee</th>
<th>What the fees are for</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 146 &amp; DAR 146</td>
<td>Lighting for Photography I</td>
<td>Consumable Supplies</td>
<td>$50.00</td>
<td>Paper, ink, maintain, repair and replace high use equipment, photography accessories, batteries</td>
</tr>
<tr>
<td>ART 246 &amp; DAR 246</td>
<td>Lighting for Photography II</td>
<td>Consumable Supplies</td>
<td>$50.00</td>
<td>Paper, ink, maintain, repair and replace high use equipment, photography accessories, batteries</td>
</tr>
<tr>
<td>CUL 198T8</td>
<td>Contemporary Plated Desserts</td>
<td>Consumable Supplies</td>
<td>$80.00</td>
<td>To purchase required food ingredients and supplies required for food preparation</td>
</tr>
<tr>
<td>CUL 198T9</td>
<td>Chocolate &amp; Sugar craft</td>
<td>Consumable Supplies</td>
<td>$100.00</td>
<td>To purchase required food ingredients and supplies required for food preparation</td>
</tr>
<tr>
<td>DHE 112</td>
<td>Preventive Dentistry and Nutrition</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>Saliva kits &amp; glucose strips for practice during the lecture</td>
</tr>
<tr>
<td>DHE 160 LC</td>
<td>Clinical Skills Enhancement I</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>X-ray film, digital protectors, low volume evacuation tips, disposable applicators, needles, nitrous oxide, oxygen</td>
</tr>
<tr>
<td>DHE 200 LC</td>
<td>Clinical Skills Enhancement II</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>X-ray film, digital protectors, low volume evacuation tips, disposable applicators, needles, nitrous oxide, oxygen</td>
</tr>
<tr>
<td>CHM 125N</td>
<td>Consumer Chemistry</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>Consumable household materials &amp; supplies like: toothpaste, cosmetics, soap, detergents, paint</td>
</tr>
<tr>
<td>FAW128F5</td>
<td>Aerobics: Plus-Sized Exercise</td>
<td>Consumable Supplies</td>
<td>$2.00</td>
<td>Replacement of mats, small exercise equipment, and cleaning</td>
</tr>
<tr>
<td>FAW130</td>
<td>Boot Camp Style Circuit Training</td>
<td>Consumable Supplies</td>
<td>$2.00</td>
<td>Maintenance and cleaning of equipment</td>
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<tr>
<td>FAW131</td>
<td>Indoor Cycling</td>
<td>Consumable Supplies</td>
<td>$2.00</td>
<td>Equipment maintenance, heart rate monitor batteries, and consumable supplies</td>
</tr>
<tr>
<td>FAW132</td>
<td>Kickboxing</td>
<td>Consumable Supplies</td>
<td>$2.00</td>
<td>Replacement of mats, small exercise equipment, and cleaning</td>
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<tr>
<td>FAW134F1</td>
<td>Pilates I</td>
<td>Consumable Supplies</td>
<td>$2.00</td>
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<tr>
<td>FAW134F2</td>
<td>Pilates II</td>
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<td>Replacement of mats and cleaning supplies</td>
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<tr>
<td>FAW136</td>
<td>Stretch and Tone</td>
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<tr>
<td>FAW138F1</td>
<td>Yoga I</td>
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<tr>
<td>FAW138F2</td>
<td>Yoga II</td>
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<td>FAW148F1</td>
<td>Golf I</td>
<td>Service Use Fee</td>
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<td>City of Tucson and Signature Golf facility use charges</td>
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<tr>
<td>FAW148F2</td>
<td>Golf II</td>
<td>Service Use Fee</td>
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<td>City of Tucson and Signature Golf facility use charges</td>
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<td>FAW155F1</td>
<td>Tennis I</td>
<td>Consumable Supplies</td>
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<tr>
<td>FAW155F2</td>
<td>Tennis II</td>
<td>Consumable Supplies</td>
<td>$2.00</td>
<td>Replacement of tennis balls</td>
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<tr>
<td>FAW167</td>
<td>Baseball</td>
<td>Consumable Supplies</td>
<td>$7.00</td>
<td>Replacement of baseballs</td>
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<td>FAW168</td>
<td>Basketball</td>
<td>Consumable Supplies</td>
<td>$3.00</td>
<td>Replacement of basketballs</td>
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<td>FAW170</td>
<td>Soccer</td>
<td>Consumable Supplies</td>
<td>$3.00</td>
<td>Replacement of soccer balls</td>
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<tr>
<td>FAW173</td>
<td>Volleyball</td>
<td>Consumable Supplies</td>
<td>$3.00</td>
<td>Replacement of volleyballs</td>
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<td>FDC 111</td>
<td>Clothing Construction I</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>Equipment maintenance costs and consumable supplies such as thread, needles, sewing accessories</td>
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<tr>
<td>FDC 121</td>
<td>Flat Patternmaking I</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>Equipment maintenance costs and consumable supplies such as thread, needles, sewing accessories</td>
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<tr>
<td>FDC 142</td>
<td>Restyling and Alterations</td>
<td>Consumable Supplies</td>
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<tr>
<td>FDC 144</td>
<td>Fashion Drawing</td>
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<td>FDC 211</td>
<td>Clothing Construction II</td>
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<tr>
<td>FDC 212</td>
<td>Clothing Construction III</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
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<tr>
<td>FDC 224</td>
<td>Computer Patternmaking III</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>Fabric, needles, software, ink, paper, pins</td>
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<tr>
<td>FDC 112</td>
<td>Alteration and Pattern Fitting</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>Equipment maintenance costs and consumable supplies such as thread, needles, sewing accessories</td>
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<tr>
<td>IDE 158</td>
<td>Computer Aided Drafting Fundamentals for Interior Design</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>Printer supplies including ink and paper</td>
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<tr>
<td>MLT 101</td>
<td>Phlebotomy for Medical Laboratory Technology</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>Needles, syringes, fake consumable blood, gloves, tourniquets, supply trays, disposable lab coats, rubbing alcohol test kits</td>
</tr>
<tr>
<td>NRA 101LB</td>
<td>Nursing Assistant Skills</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>Disposable supplies like: Foley catheter kits, dressing change kits</td>
</tr>
<tr>
<td>NRA 102LB</td>
<td>Patient Care Technician</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>Disposable supplies like: phlebotomy supplies, 12-Lead EKG supplies, heat sensitive paper</td>
</tr>
<tr>
<td>RTH 123LB</td>
<td>Basic Assessment and Monitoring Lab</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>Arterial blood gas tips, Tuberculosis skin test kits, suction catheters, Pulmonary Function Test bacteria static filters</td>
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<tr>
<td>RTH 251LB</td>
<td>Specialty Therapeutics Lab</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>Disposable Intermittent Positive Pressure Breath (IPPB) circuits, ultrasonic couplers</td>
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<tr>
<td>SLR 101</td>
<td>Beginning Photovoltaic Installation</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>Electrical wire and parts, batteries, sheet metal</td>
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<tr>
<td>SLR 102</td>
<td>Advanced Photovoltaic Installation</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>Electrical wire and parts, batteries, sheet metal</td>
</tr>
<tr>
<td>Course</td>
<td>Course Name</td>
<td>Fee Category</td>
<td>Current Fee</td>
<td>Proposed Fee</td>
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<tr>
<td>---------</td>
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<tr>
<td>ART 106</td>
<td>History of Painting Materials, and Techniques</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>$-5.00</td>
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<tr>
<td>ART 128 &amp;</td>
<td>Digital Photography I</td>
<td>Consumable Supplies</td>
<td>$40.00</td>
<td>$10.00</td>
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<td>DAR 128</td>
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<tr>
<td>BIO 181</td>
<td>General Biology for Majors I</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>$10.00</td>
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<tr>
<td>BIO 182</td>
<td>General Biology for Majors II</td>
<td>Consumable Supplies</td>
<td>$13.00</td>
<td>$7.00</td>
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<tr>
<td>BIO 201</td>
<td>Human Anatomy and Physiology I</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>$10.00</td>
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<tr>
<td>BIO 202</td>
<td>Human Anatomy and Physiology II</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>$10.00</td>
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<tr>
<td>BIO 205</td>
<td>Microbiology</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>$15.00</td>
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<tr>
<td>CHM 140 LB</td>
<td>Fundamental Organic and Biochemistry Lab</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>$5.00</td>
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<tr>
<td>CHM 140 IN</td>
<td>Fundamental Organic and Biochemistry</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>$5.00</td>
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<tr>
<td>CHM 235 IN</td>
<td>General Organic Chemistry</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>CHM 235 LB</td>
<td>General Organic Chemistry</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>$5.00</td>
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<tr>
<td>CHM 236 IN</td>
<td>General Organic Chemistry</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>CHM 236 LB</td>
<td>General Organic Chemistry</td>
<td>Consumable Supplies</td>
<td>$20.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>CUL 162</td>
<td>Art of Chocolate</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>CUL 198T3</td>
<td>Cakes</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>CUL 198T4</td>
<td>Pies</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>CUL 198T5</td>
<td>Gluten Free Baking</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>CUL 198T7</td>
<td>Specialty &amp; Hearth Breads</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>$5.00</td>
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<tr>
<td>DAE 162LB</td>
<td>Dental Assisting I</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>$15.00</td>
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<tr>
<td>DAE 163LC</td>
<td>Oral Radiography Clinical Lab</td>
<td>Consumable Supplies</td>
<td>$25.00</td>
<td>$75.00</td>
</tr>
<tr>
<td>DAE 164LB</td>
<td>Dental Materials Lab</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>$40.00</td>
</tr>
<tr>
<td>DAE 165LB</td>
<td>Pre-clinical Procedures</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>$15.00</td>
</tr>
<tr>
<td>EDU 274</td>
<td>Structured English Immersion (SEI) Foundations</td>
<td>Service Use Fee</td>
<td>$25.00</td>
<td>$-25.00</td>
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<tr>
<td>EDU 275</td>
<td>Classroom Management</td>
<td>Service Use Fee</td>
<td>$25.00</td>
<td>$-25.00</td>
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<tr>
<td>EDS 256</td>
<td>Survey of Special Education</td>
<td>Service Use Fee</td>
<td>$25.00</td>
<td>$-25.00</td>
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<tr>
<td>EDS 256A</td>
<td>Foundations of Instruction Cross Categorical</td>
<td>Service Use Fee</td>
<td>$20.00</td>
<td>$-20.00</td>
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<tr>
<td>EDS 258B</td>
<td>Foundations of Instruction Learning Disabilities</td>
<td>Service Use Fee</td>
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<td>$-20.00</td>
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<tr>
<td>EMT 140</td>
<td>Pre-Hospital Trauma Life Support (PHTLS)</td>
<td>Consumable Supplies</td>
<td>$63.00</td>
<td>$-38.00</td>
</tr>
<tr>
<td>EMT 141</td>
<td>Pre-Hospital Trauma Life Support (PHTLS) Refresher</td>
<td>Consumable Supplies</td>
<td>$47.00</td>
<td>$-22.00</td>
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<tr>
<td>EMT 142</td>
<td>Advanced Medical Life Support (AMLS) Instructor</td>
<td>Consumable Supplies</td>
<td>$47.00</td>
<td>$-37.00</td>
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<tr>
<td>EMT 143</td>
<td>Advanced Medical Life Support (AMLS) Provider</td>
<td>Consumable Supplies</td>
<td>$45.00</td>
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<tr>
<td>EMT 155</td>
<td>Advanced Medical Life Support (AMLS) Instructor</td>
<td>Consumable Supplies</td>
<td>$40.00</td>
<td>$-20.00</td>
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<tr>
<td>EMT 158</td>
<td>EMT Refresher</td>
<td>Consumable Supplies</td>
<td>$75.00</td>
<td>$-65.00</td>
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<tr>
<td>EMT 170</td>
<td>Advanced Life Support (ALS) Operations</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>$10.00</td>
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<tr>
<td>EMT 214</td>
<td>Advanced Life Support (ALS) Advanced Special Considerations</td>
<td>Consumable Supplies</td>
<td>$30.00</td>
<td>$155.00</td>
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<tr>
<td>EMT 233</td>
<td>Advanced Life Support (ALS) Trauma Emergencies</td>
<td>Consumable Supplies</td>
<td>$95.00</td>
<td>$-45.00</td>
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</table>
# Pima Community College

## Course Fee Changes

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Name</th>
<th>Fee Category</th>
<th>Current Fee</th>
<th>Proposed Fee</th>
<th>Proposed Fee Change</th>
<th>What the fees are for</th>
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<tbody>
<tr>
<td>EMT 224</td>
<td>Advanced Life Support (ALS) Medical Emergencies</td>
<td>Consumable Supplies</td>
<td>$88.00</td>
<td>$50.00</td>
<td>-$38.00</td>
<td>Airway supplies, cardiology supplies, automated external defibrillator (AED) life pack supplies and maintenance</td>
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<tr>
<td>EMT 225</td>
<td>Advanced Life Support (ALS) Special Medical Considerations</td>
<td>Consumable Supplies</td>
<td>$76.00</td>
<td>$50.00</td>
<td>-$26.00</td>
<td>Special needs manikins and maintenance, wound care supplies</td>
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<tr>
<td>EMT 227</td>
<td>Advanced Life Support (ALS) Practicum: Clinical lab</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>$120.00</td>
<td>$105.00</td>
<td>Field Internship Student Data Acquisition Project (FISDAP) Software, Life Legacy Field Trip, Uniforms</td>
</tr>
<tr>
<td>EMT 228</td>
<td>Advanced Life Support (ALS) Practicum: Vehicular lab</td>
<td>Consumable Supplies</td>
<td>$55.00</td>
<td>$100.00</td>
<td>$45.00</td>
<td>Stethoscope, pen light, badge, scissors</td>
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<tr>
<td>EMT 235</td>
<td>Phlebotomy</td>
<td>Consumable Supplies</td>
<td>$95.50</td>
<td>$20.00</td>
<td>-$75.50</td>
<td>Needles, evacuated tube systems, syringes, tourniquets, cotton balls, band aids, adhesive tape, disinfectant pads, specimen tubes, hospital badges, sharps container</td>
</tr>
<tr>
<td>EMT 236</td>
<td>Phlebotomy Refresher</td>
<td>Consumable Supplies</td>
<td>$95.50</td>
<td>$5.00</td>
<td>-$90.50</td>
<td>Needles, evacuated tube systems, syringes, tourniquets, cotton balls, band aids, adhesive tape, disinfectant pads, gloves, sharps container</td>
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<tr>
<td>EMT 250</td>
<td>Advanced Cardiac Care</td>
<td>Consumable Supplies</td>
<td>$63.00</td>
<td>$30.00</td>
<td>-$33.00</td>
<td>EKG rhythm generators, monitors, defibrillators, electrodes, cables, pads, batteries, certification card</td>
</tr>
<tr>
<td>EMT 251</td>
<td>Advanced Cardiac Care Refresher</td>
<td>Consumable Supplies</td>
<td>$47.00</td>
<td>$25.00</td>
<td>-$22.00</td>
<td>EKG rhythm generators, monitors, defibrillators, electrodes, cables, pads, batteries, certification card</td>
</tr>
<tr>
<td>EMT 252</td>
<td>Pediatric Adv Life Support</td>
<td>Consumable Supplies</td>
<td>$63.00</td>
<td>$30.00</td>
<td>-$33.00</td>
<td>Child &amp; youth manikins, pediatric packs, bone repair kits for manikins, leg skin replacements, certification card, chicken legs, cardiac monitors, rhythm generators</td>
</tr>
<tr>
<td>EMT 253</td>
<td>Pediatric Adv. Life Support Refresher</td>
<td>Consumable Supplies</td>
<td>$47.00</td>
<td>$25.00</td>
<td>-$22.00</td>
<td>Child &amp; youth manikins, pediatric packs, bone repair kits for manikins, leg skin replacements, certification card, chicken legs, cardiac monitors, rhythm generators</td>
</tr>
<tr>
<td>EMT 258</td>
<td>Pediatric Ed. For Prehospital Providers</td>
<td>Consumable Supplies</td>
<td>$63.00</td>
<td>$30.00</td>
<td>-$33.00</td>
<td>Child &amp; youth manikins, pediatric packs, bone repair kits for manikins, leg skin replacements, chicken legs, cardiac monitors, rhythm generators</td>
</tr>
<tr>
<td>EMT 259</td>
<td>Pediatric Ed. For Prehospital Providers Refresher</td>
<td>Consumable Supplies</td>
<td>$47.00</td>
<td>$25.00</td>
<td>-$22.00</td>
<td>Child &amp; youth manikins, pediatric packs, bone repair kits for manikins, leg skin replacements, chicken legs, cardiac monitors, rhythm generators</td>
</tr>
<tr>
<td>ENG 110IN</td>
<td>Solid State Chemistry</td>
<td>Consumable Supplies</td>
<td>$10.00</td>
<td>$10.00</td>
<td>$0.00</td>
<td>No longer needed for course</td>
</tr>
<tr>
<td>MUS 148</td>
<td>Musical Theater Workshop</td>
<td>Consumable Supplies</td>
<td>$5.00</td>
<td>$0.00</td>
<td>$5.00</td>
<td>No longer needed for course</td>
</tr>
<tr>
<td>PAR (LAS) 213</td>
<td>Computer Assisted Legal Research</td>
<td>Instructional Materials and Certifications</td>
<td>$30.00</td>
<td>$60.00</td>
<td>$30.00</td>
<td>Westlaw subscription</td>
</tr>
<tr>
<td>RTH 121LB</td>
<td>Basic Therapeutics Lab</td>
<td>Consumable Supplies</td>
<td>$15.00</td>
<td>$25.00</td>
<td>$10.00</td>
<td>Supplies: bacteria static filters, single use nasal cannulas, pulmonary function test mouthpieces, disposable nose clips</td>
</tr>
<tr>
<td>RTH 257LB</td>
<td>Clinical Applications and Professional Development</td>
<td>Consumable Supplies</td>
<td>$110.00</td>
<td>$125.00</td>
<td>$15.00</td>
<td>Testing fees</td>
</tr>
</tbody>
</table>
Meeting Date: 3/9/11

Item Title: Unapproved Minutes of the Regular Meeting February 9, 2011
Contact Person: Chancellor’s Office (206-4747)

Approval

Chancellor Dr. Roy Flores
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, February 9, 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

BOARD REPRESENTATIVES

Rose Bolz, Staff
Timothy Kelliher, Staff
Kimlisa Duchicela, Faculty
Patricia Figueroa, Faculty
Mary Carroll, Student
Khutso Choshi, Student

RECORDING SECRETARY

Courtney Lugo-Von Eps

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
John Gillis, Academic Dean
Mary Beth Ginter, Academic Dean

Diane Groover, Assistant Vice Chancellor, Finance
Jerry Haynes, Vice President of Student Development
Patricia Houston, Academic Dean
Rachelle Howell, Assistant Vice Chancellor for Marketing
Kirk Kelly, Vice Chancellor for 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
Janet May, Vice Chancellor for Human Resources
Marty Mayhew, Academic Dean
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
Nancie Sorenson, Vice President of Student Development
Stan Steinman, Academic Dean
Tom Tomasky, Academic Dean
Anne Vosberg, Vice President of Student Development
Bill Ward, Assistant Vice Chancellor for Facilities
Daniel Wright, Academic Dean
Deborah Yoklie, Assistant Vice Chancellor
Call to Order

Marty Cortez called the meeting to order at 7:05 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 Timothy Kelliher reported on the February 4 Staff Council Meeting. Highlights included the following:

Provost’s Report: Dr. Leyba thanked all Student Service Center employees for helping students to become more self-sufficient with MyDegree Plan, which is currently being used by 8,986 students.

Liaison Report: Brenda Keane provided an update on Human Resources recruitment statistics; the new Administrator and Staff Position Review Committee was also discussed.

Assistant Vice Chancellor Report: Ms. Yoklic discussed changes to SPG 3501/AA – Admission and Registration, which will open up for comments soon.

AFSCME: Michael Coiro, Executive Director of AFSCME, reported that the past two sessions of Meet and Confer with representatives of PCC have been productive, informative, and professional.

ACES: Meet and Confer has begun and they are concentrating on Professional Development.

Campus Updates: Mr. Kelliher gave an update on the Student Veterans Center.

Open Forum: Subcommittees have been formed for the Employee Recognition, Marketing, and Fundraising projects for the coming year. The next Staff Council meeting will be held on March 4th.

Student Representatives

Mary Carroll reported on recent events from each campus. Highlights included: Community Campus: New units of student leaders and AmeriCorps volunteers have completed nine hours of advanced leadership training in the Adult Education Ambassador Program with a group of 20
participants from the El Rio, Eastside, and El Pueblo Liberty Learning Centers, a few PCC Adult Education alumni, staff, and AmeriCorps members. **Desert Vista Campus:** On the second Friday of every month Desert Vista students volunteer and partner with Tucson Clean & Beautiful, Inc. to pick up trash and recyclables on south Calle Santa Cruz. **Downtown Campus:** Adjunct Faculty member Julianne Jennings will present “The East Coast Black and Native American Slave Trade Impact on U.S. Society” on February 17 at 1:30 pm in LB 171 as a part of Black History Month events. **East Campus:** Student Life has collaborated with the Tucson Police Department and the National Traffic Highway Safety Administration to present “Picture a Safer Tucson” on February 9 as part of a statewide effort to inform students of their commitment to reducing injuries through speed enforcement. **Northwest Campus:** The Northwest Campus is hosting an event in partnership with Northern Arizona University, “Fall in Love with NAU,” on February 14 from 10:00 am-2:00 pm on Level 2. **West Campus:** 14 West Campus students will be attending the National Collegiate Leadership Conference February 18-20.

**Faculty Representatives**

Kimlisa Duchicela and Patricia Figueroa shared information from the January 12 and February 4 Faculty Senate meetings. Following are highlights from the January report: The Senate welcomed several new members and election results were announced, with Dolores Duran-Cerda serving as president-elect. Debbie Yoklic gave a reading of SPG 3111/AA – Transcript Evaluation Standards. Chancellor’s Report: Dr. Flores announced that PCC had been chosen from a nationwide pool of applicants to test Google’s chrome netbooks as teaching and learning devices. Dr. Flores also discussed entrance requirements, the upcoming common course numbering system, and differential tuition ideas.

Highlights from the February 4 report: Debbie Yoklic presented the revisions for SPG3501/AA which sets limits to college admissions and registration. Diann Porter presented a proposed policy for filling Adjunct Faculty Senate vacancies setting forth the process of election. PCCEA Report: Scott Collins gave a PCCEA report and update. Provost’s Report: Dr. Leyba thanked the faculty for their participation in the Survey of Student Engagement. Dr. Leyba also announced that the Community Partnership of Southern Arizona
provided counseling for faculty, staff and students after the recent tragic event. Chancellor’s Report: Dr. Flores provided an overview of the financial challenges facing the College and the need to consider positive alternatives. President’s Report: Diann Porter gave an update on the reading statement drafted by the Senate, which is going to the Academic Standards Committee at their March meeting.

Report — Chairperson of the Board

Chairperson Cortez presented a plaque to Shari Dill on behalf of the Board and the Chancellor, in appreciation of her service as a Staff Representative to the Board.

Motion No. 6993

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

Meet and Confer teams for the three employee groups, ACES, AFSCME and PCCEA, were introduced and presentations were made by each group outlining their activities and proposals for the coming year.

Chancellor Flores announced that PCC will be signing new transfer agreements with the University of Arizona and Northern Arizona University, in an effort to increase collaboration.

Chancellor Flores discussed the budget, noting that there will most likely be an $11.2 million gap between anticipated revenues and the costs of running the College and serving the community. Chancellor Flores discussed possible solutions to these budget issues, including both ongoing and one-time...
measures. It was noted that the College should continue to support Adult Education, which is important for the prosperity of the community and the State as a whole.

Report — December 2010 Financial Statements

Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending December 31, 2010. He noted we are continuing as expected, with an increase in net assets of approximately $31.6 million through the end of the month.

Information Items

Separations from Employment

Student Aide Hires

These items were noted as information items with addenda to 11.0 Separations from Employment.

Action Items

Approval of Minutes

Motion No. 6994


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

Consent Agenda

Motion No. 6995


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

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

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

Motion No. 6996

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

Contract: Basic and Optional Life Insurance Coverage for Employees

Motion No. 6997

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

Macsteel Service Centers USA, Inc. Foreign Trade Zone Agreement

Motion No. 6998
Scott Stewart – M, Brenda Even – S, to approve the Macsteel Service Centers USA, Inc. Foreign Trade Zone Agreement.

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

The meeting adjourned at 8:15 p.m.

Secretary

Date
# ACTION ITEM

**Meeting Date:** 3/9/11  
**Item Number:** 15

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

**Recommendation:**

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

15.1 New Appointments  
15.2 Administrative Appointment  
15.3 Administrator Contracts 2011/2012  
15.4 Adjunct Faculty Appointments  
15.5 Temporary Appointments  
15.6 Summer Work Schedule 2011  
15.7 Grant Proposal: United States Department of Education, Educational Talent Search (Desert Vista Campus)  
15.8 Grant Proposal: United States Department of Education, Educational Talent Search (West Campus)  
15.9 Grant Proposal/Sub-recipient Agreement: National Science Foundation/University of Washington, Collaborative Research: Agave Floral Traits and Pollinator Community Effects  
15.10 Contract: College-wide Adobe License Program

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**Approval**

Chancellor:  
Dr. Roy Flores
New Appointments

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

Justification:
When vacancies occur, the placement process is conducted in accordance with College policy and regulations. At the conclusion of the recruitment process, a summary of the process is presented and names of recommended candidates are brought forward to the Board of Governors for approval.

Staff

Phillips, Sabrina Support Specialist
Hourly Rate: $16.25 Desert Vista Campus
Effective: 3/14/11 Selected to fill a vacant position
Education: Bachelor of Science, Public Management, Northern Arizona University
Experience: Ms. Phillips has six months experience as a support technician, four months as a student services technician, two years as a program coordinator, and ten months as a grants support specialist in various temporary positions at Pima Community College.

Recruitment Overview:
An external recruitment was conducted. Thirty-eight complete applications were received and reviewed. Seven candidates were invited to interview. The finalists were interviewed by Dr. Johnson Bia, Campus President of Desert Vista Campus.

Approvals

Contact Person
Janet L. May

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

**ACTION ITEM**

**Meeting Date:** 3/9/11  
**Item Number:** 15.2  

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<th>Item Title</th>
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<tr>
<td>Administrative Appointment</td>
<td>Janet L. May, Vice Chancellor for Human Resources (206-4624)</td>
</tr>
</tbody>
</table>

**Recommendation:**

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

**Background:**

Position warrants reclassification to Senior Assistant to the Provost based on additional administrative leadership duties. Contract to be prorated for the balance of contract term.

**Tilson, Heather**  
Senior Assistant to the Provost and Executive Vice Chancellor  

<table>
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<th>Salary:</th>
<th>Office of the Provost</th>
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<tr>
<td>$95,201</td>
<td>Reclassified</td>
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<table>
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<th>Effective:</th>
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<tr>
<td>3/16/11</td>
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</table>

<table>
<thead>
<tr>
<th>Education:</th>
<th>Doctor of Philosophy, Educational Leadership and Learning Technologies, Drexel University; Master of Business Administration, Management, West Chester University; Bachelor of Science, Business Administration, Marketing, Management, East Carolina University</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>Experience:</th>
<th>Hired as the Executive Director for Research and Planning, January 2006; served as the Division Dean of Instruction Workforce and Business Development, Community Campus; also served as the Senior Assistant to the Provost and Executive Vice Chancellor. Currently is serving as the Executive Assistant to the President, Downtown Campus.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Overview:</th>
<th>This position was reclassified based on institutional need.</th>
</tr>
</thead>
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**Approvals**

Contact Person  
Janet L. May

Chancellor  
Dr. Roy Flores
ACTION ITEM

Meeting Date: 3/9/11

Item Title | Contact Person
---|---
Administrator Contracts 2011/2012 | Janet L. May, Vice Chancellor for Human Resources (206-4624)

Recommendation:

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

Justification:

In accordance with Board policy, an administrator shall be offered a new contract for the ensuing fiscal year unless he or she is otherwise notified in writing on or before April 1. Contracts are normally prepared for a fiscal year but may, in some circumstances, be for a shorter period of time. This list is current as of the date submitted; however, additional names may be presented to the Board at a later date.

It is essential to clarify that while the appointment of each administrator may be for the full fiscal year, his or her assignment may be changed during the course of the year in accordance with the applicable Board policy. The administrators listed on the attached pages are recommended for a regular appointment for 2011/2012.

Approvals

Contact Person | Janet L. May
Chancellor | Dr. Roy Flores

(Continued)
Name: Albert, Louis S.
Job Title: Campus President
Education: Doctor of Philosophy, Higher Education Administration, University of Maryland; Master of Science, Zoology, University of Maryland; Bachelor of Science, Biology, Loyola College of Maryland; Doctor of Humane Letters (Honoris Causa), Cuttington University College (Liberia)
Experience: Hired as the Campus President, West Campus, June 2003. Currently serves in this role.

Name: Armstrong, Doreen
Job Title: Assistant Vice Chancellor for Personnel Services
Education: Master of Arts in Education, Counseling, Northern Arizona University; Bachelor of Science, Psychology, Northern Arizona University
Experience: Hired as the Director of Compensation, Employment, and Human Resources Information Systems, April 1993. Currently serves as the Assistant Vice Chancellor for Employee Services.

Name: Bay, Stella A.
Title: Executive Director of the Department of Public Safety
Education: Master of Education, Educational Leadership; Northern Arizona University; Bachelor of Arts, Elementary Education, University of Arizona
Experience: Hired as the Director of Public Safety in June 2006. Currently serves as the Executive Director of the Department of Public Safety.

Name: Bea, David
Job Title: Executive Vice Chancellor for Finance and Administration
Education: Doctor of Philosophy, Education, Master of Arts, Education, Claremont Graduate University; Bachelor of Arts, Psychology, Colgate University
Experience: Hired as the Assistant Vice Chancellor for Finance in December 2004. Currently serves as the Executive Vice Chancellor for Finance and Administration.

Name: Bia, Johnson
Job Title: Campus President
Education: Doctor of Philosophy, Agricultural Education, Iowa State University; Master of Science, Agricultural Education, Bachelor of Science, Agricultural Education, University of Arizona

(Continued)
Experience: Hired as the Dean of the Skill Center in November 1992. Currently serves as the Campus President, Desert Vista Campus.

Name: Cook, Victoria
Job Title: Vice President of Instruction
Education: Master of Science, United States and Asian History; Bachelor of Arts, History, University of Arizona
Experience: Hired as an Instructional Faculty member in 1997. Currently serves as the Vice President of Instruction, Northwest Campus.

Name: Corson, Nina
Job Title: Academic Dean of Instruction
Education: Master of Arts, Educational Psychology, University of Arizona; Bachelor of Science, Mathematics, Stephen F. Austin State University
Experience: Hired as Academic Dean in June 2010 for Desert Vista Campus.

Name: Cuyugan, Imelda
Job Title: Assistant Vice Chancellor for Federal Initiatives
Education: Master of Public Administration, Public Administration, California State University, Northridge; Bachelor of Arts, Economics, Divine Word University of Tacloban
Experience: Hired as the Director of Grants Office in March 2005. Currently serves as the Assistant Vice Chancellor for Federal Initiatives.

Name: Flores, Roy
Job Title: Chancellor
Education: Doctor of Philosophy, Economics, Iowa State University; Master of Science, Economics, Bachelor of Arts, Social Science, Indiana State University

Name: Fugett, Charlotte A.
Job Title: Campus President
Education: Master of Business Administration, Business Administration, University of Richmond; Bachelor of Science, History, Longwood College
Experience: Hired as the Vice Chancellor for Human Resources in July 1998. Currently serves as the Campus President, East Campus.
Name:  **Gifford, Donna H.**  
Job Title:  Vice President of Instruction  
Education:  Master of Science, Astronomy, Bachelor of Arts, Education, University of Arizona  
Experience:  Hired as Instructional Faculty in 1999. Currently serves as the Vice President of Instruction at Community Campus.  

Name:  **Gilliland, Mary**  
Job Title:  Academic Dean of Instruction  
Education:  Doctor of Philosophy, Master of Arts, University of California, San Diego; Bachelor of Arts, Bryn Mawr College  
Experience:  Hired as Instructional Faculty in August 1988. Currently serves as Academic Dean, West Campus.  

Name:  **Gillis, John E.**  
Job Title:  Academic Dean of Instruction  
Education:  Master of Arts, Industrial Relations, University of Minnesota; Bachelor of Science (Teaching), Social Studies, Minnesota State University, Mankato  
Experience:  Hired in 2005 as Advanced Program Manager at the Community Campus, Public Safety and Emergency Services Institute. Currently serves as the Academic Dean, East Campus.  

Name:  **Ginter, Mary Beth**  
Job Title:  Academic Dean of Instruction  
Education:  Doctor of Philosophy, Higher Education, University of Arizona; Master of Arts, Languages and International Trade, Eastern Michigan University; Bachelor of Science, Spanish and Human Resource Development, Oakland University  
Experience:  Hired as the Executive Assistant to the West Campus President in 2003. Currently serves as Academic Dean, West Campus.  

Name:  **Groover, Diane**  
Job Title:  Assistant Vice Chancellor for Finance  
Education:  Master of Business Administration, Technology Management, Karl Eller Graduate School of Management, University of Arizona; Bachelor of Science, Information Systems, University of Phoenix, Bachelor of Science in Business and Public Administration, Accounting, University of Arizona  
Experience:  Hired as the Assistant Vice Chancellor for Finance in April 2007.  

(Continued)
Name: Haynes, Jerry
Job Title: Vice President of Student Development
Education: Master of Education, Curriculum and Administration, Miami University; Bachelor of Science in Education, Speech and Hearing Therapy, Bowling Green University
Experience: Hired as the Dean of Student Development, Community Campus in June 2005. Currently serves as Vice President of Student Development, Downtown Campus.

Name: Howard, William J.
Job Title: Assistant Vice Chancellor for Business Services
Education: Master of Business Administration, Business Administration, The Amos Tuck School, Dartmouth College; Bachelor of Arts, Business Administration, The Colorado College
Experience: Hired as the Assistant Vice Chancellor for Business Services, Office of the Executive Vice Chancellor for Finance and Administration, in March 2011.

Name: House, Cheryl M.
Job Title: Executive Director for PCC Foundation
Education: Bachelor of Science, Journalism, Bowling Green University
Experience: Hired as the Executive Director for PCC Foundation, September 2003.

Name: Howell, Anne Rachelle
Job Title: Executive Director for Grants
Education: Master of Business Administration, Our Lady of the Lake University; Bachelor of Business Administration, Marketing and Travel/Tourism, University of New Mexico
Experience: Hired as the Assistant Vice Chancellor for Marketing in September 2008.

Name: Houston, Patricia G.
Job Title: Academic Dean of Instruction
Education: Master of Arts, Spanish Language and Literature, Universidad de la Americas, Mexico City; Bachelor of Arts, Spanish, Syracuse University
Experience: Hired in 1992 as Instructional Faculty in Spanish. Currently serves as the Academic Dean, Downtown Campus.

(Continued)
Name: **Kelly, Kirk**  
Job Title: Vice Chancellor for Information Technology  
Education: Master of Information Technology, University of Phoenix; Bachelor of Arts, Management Information Systems, Washington State University  
Experience: Hired as Information Technology Director in April 2002. Currently serves as a Vice Chancellor, Information Technology.

Name: **Lammers, Darla J.**  
Title: Vice President of Instruction  
Education: Juris Doctor, Bachelor of Arts in Education, Elementary Education, University of Arizona  
Experience: Hired as Instructional Faculty in the Paralegal Program at the Downtown Campus in 1995. Currently serves as the Vice President of Instruction, West Campus.

Name: **Lee, Sylvia M.**  
Job Title: Campus President  
Education: Doctor of Philosophy, Higher Education, Arizona State University; Master of Education, Counseling and Guidance; Bachelor of Arts, Psychology, University of Arizona; Associate of Applied Science, Respiratory Therapy, Pima Community College  
Experience: Hired as the Dean of Student Development, Desert Vista Campus in November 1996. Currently serves as Campus President, Community Campus.

Name: **Leible, Arthur P.**  
Job Title: Assistant Vice Chancellor for Information Technology  
Education: Master of Business Administration, Business Information Systems, City University; Bachelor of Science, History, University of Wisconsin-Oshkosh  
Experience: Hired in April 2008 as the Assistant Vice Chancellor for Information Technology and is currently serving in this capacity.

Name: **Martinez Sanchez, Mary Ann**  
Job Title: Assistant Vice Chancellor for Academic Services and Vice Provost  
Education: Doctor of Philosophy, Psychology, Master of Arts, Psychology, University of Notre Dame; Bachelor of Arts, Psychology and Economics, Duke University  
Experience: Hired as an Instructional Faculty member in 1996. Currently serves as the Assistant Vice Chancellor for Academic Services and Vice Provost, Office of the Provost.

(Continued)
Name: **May, Janet**  
Job Title: Vice Chancellor for Human Resources  
Education: Masters of Arts, Educational Administration, New Mexico State University; Bachelor of Arts, English, McMurry University  
Experience: Hired as the Vice Chancellor for Human Resources in October 2010.

Name: **Mayhew, Marty**  
Job Title: Academic Dean of Instruction  
Education: Master of Science, Education, University of Southern California; Master of Science, Nursing, University of Colorado; Bachelor of Science, Nursing, University of Nevada, Las Vegas  
Experience: Hired as a faculty member in 1996. Currently serves as the Academic Dean of Nursing, West Campus.

Name: **Menchaca, Leticia I.**  
Job Title: Assistant Vice Chancellor for Student Development  
Education: Master of Education, Educational Counseling, Bachelor of Science, Business Administration, University of Phoenix; Associate of Arts, Social Services, Pima Community College  
Experience: Hired as a Clerk Specialist II, February 1979. Currently serves as the Assistant Vice Chancellor for Student Development, Office of the Provost.

Name: **Miles, Suzanne L.**  
Job Title: Provost/Executive Vice Chancellor for the College and President of the Community Campus  
Education: Doctor of Philosophy, Communication, University of Arizona; Master of Arts Communication, Arizona State University; Bachelor of Arts, Speech, Northwestern University  
Experience: Hired as the Associate Dean of Instruction, East Campus, 1992. Currently serves as Downtown Campus President; will be assigned to Provost and Executive Vice Chancellor for the College effective March 16.

Name: **Morales, Lorraine**  
Job Title: Vice President of Student Development  
Education: Doctor of Philosophy, Educational Leadership, Northern Arizona University; Master of Arts, Higher Education Student Development, University of Arizona; Bachelor of Science, Human Services, Western New Mexico University

(Continued)
Experience: Hired as a Student Services Specialist in August 2002. Currently serves as the Vice President of Student Development, West Campus.

Name: Muir, Harry P.
Job Title: Vice President of Instruction
Education: Doctor of Philosophy, Higher Education Administration, Kansas State University; Master of Science in Engineering, Higher Education Administration, Bachelor of Science in Engineering, Social Studies, University of Kansas
Experience: Hired as the Dean of Instruction, Community Campus, June 1994. Currently serves as the Vice President of Instruction, East Campus.

Name: Murphy, Brigid K.
Job Title: Vice President of Instruction
Education: Master of Arts, English, University of Texas at El Paso; Bachelor of Arts, English, Montana State University
Experience: Hired as Instructional Faculty member in August 1994. Currently serves as the Vice President of Instruction, Downtown Campus.

Name: Parker, Ann
Job Title: Vice President of Student Development
Education: Doctor of Philosophy, Language, Reading and Culture/American Indian Studies, University of Arizona; Master of Arts, American Indian Studies, University of Arizona; Master of Arts, Educational Psychology/College Student Personnel, University of Nebraska at Lincoln; Bachelor of Arts, English, Davidson College
Experience: Hired as the Vice President of Student Development in May 2010. Currently serves in this role at Desert Vista Campus.

Name: Reese, Anna
Job Title: Executive Director of Financial Aid
Education: Master of Public Administration, Bachelor of Arts in Psychology, Bachelor of Arts in Sociology, Fairleigh Dickinson University, New Jersey
Experience: Hired as Director of Financial Aid in May 2006. Currently is serving as the Executive Director of Financial Aid.
Name: Richmond, Nicola C.
Job Title: Executive Director for Institutional Research
Education: Doctor of Philosophy, Philosophy, University College London; Bachelor of Science, Geophysics, University of Southampton
Experience: Hired in January 2008 as Research Project Manager. Currently is serving as the Executive Director for Institutional Research.

Name: Roush, Ted A.
Job Title: Vice President of Instruction
Education: Master of Science, Business Administration, Boston University; Bachelor of Science, Behavioral Science, United States Air Force Academy
Experience: Hired as the Educational Program Coordinator for Davis-Monthan Air Force Base in September 2000. Currently serves as Vice President of Instruction, Desert Vista Campus.

Name: Russell, Nancy L.
Job Title: Academic Dean of Instruction
Education: Master of Education, Educational Administration, Master of Business Administration, Management and Finance, Texas A&M; Bachelor of Science, Construction Management, Michigan State University
Experience: Hired as the Program Manager of the Small Business Center in July 2001. Currently is serving as the Vice President of Instruction/Workforce and Business Development, Community Campus.

Name: Simpson, Robert
Job Title: Academic Dean of Instruction
Education: Doctor of Philosophy, Biophysics, Harvard University; Master of Arts, Physics, Harvard University; Master of Business Administration, Business Administration, University of California; Bachelor of Science, Physics, University of Illinois
Experience: Hired as Academic Dean for West Campus in June 2010.

Name: Sorenson, Nancee J.
Job Title: Vice President of Student Development
Education: Master of Science, Agency Counseling, Bachelor of Science, Psychology, Indiana State University
Experience: Hired as Campus Admissions Director in November 1992. Currently serves as Vice President of Student Development, East Campus.

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<table>
<thead>
<tr>
<th>Name</th>
<th>Job Title</th>
<th>Education</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soto, Edgar F.</td>
<td>Executive Director of Athletics</td>
<td>Master of Education, Bilingual and Multicultural Education, Northern Arizona University; Bachelor of Arts, Sociology, University of New Mexico</td>
<td>Hired as Sports Marketing Coordinator in 1999. Currently serves as the Executive Director of Athletics.</td>
</tr>
<tr>
<td>Steinman, Stan</td>
<td>Academic Dean of Workforce &amp; Business Development</td>
<td>Master of Public Administration, Public Administration, George Washington University; Bachelor of Arts, Political Science, University of Arizona</td>
<td>Hired as an Education Coordinator in August 1997. Currently serves as the Academic Dean of Workforce &amp; Business Development, Community Campus.</td>
</tr>
<tr>
<td>Tilson, Heather</td>
<td>Senior Assistant to the Provost and Executive Vice Chancellor</td>
<td>Doctor of Philosophy, Educational Leadership and Learning Technologies, Drexel University; Master of Business Administration, Management, West Chester University; Bachelor of Science, Business Administration, Marketing, Management, East Carolina University</td>
<td>Hired as the Executive Director for Research and Planning, January 2006. Currently serves as the Executive Assistant to the President, Downtown Campus.</td>
</tr>
<tr>
<td>Vosberg, Anne M.</td>
<td>Vice President of Student Development</td>
<td>Doctor of Education, Educational Leadership, Northern Arizona University; Master of Education, Counseling/Guidance, University of Arizona; Bachelor of Arts, Psychology, Smith College</td>
<td>Hired as a Human Resources Analyst/Coordinator, October 1994. Currently serves as the Vice President of Student Development, Community Campus.</td>
</tr>
<tr>
<td>Ward, William</td>
<td>Assistant Vice Chancellor for Facilities</td>
<td>Bachelor of Science, Career and Technical Education, Indiana State University; Associate of Arts, Business, St. Petersburg College</td>
<td></td>
</tr>
</tbody>
</table>

(Continued)

Name: **Wright, Daniel C.**
Job Title: Academic Dean of Instruction
Education: Doctor of Philosophy, Botany, University of Maryland; Master of Business Administration, Information Systems, Pace University; Bachelor of Science, Biology, West Virginia University
Experience: Hired as Division Dean, Downtown Campus, January 2000. Currently serves in this role at Northwest Campus.

Name: **Yoklic, Deborah**
Job Title: Assistant Vice Chancellor
Education: Master of Arts, Mathematics, University of Arizona; Bachelor of Arts, Mathematics, Brandeis University
Experience: Hired as Instructional Faculty in Mathematics in 1983. Currently serves as the Assistant Vice Chancellor to the Chancellor.

Name: **Zirbes, Darla**
Job Title: Vice President of Student Development
Education: Doctor of Philosophy, Literacy, Language Acquisition, and Education, University of Arizona; Master of Education, Elementary Education, Northern Arizona University; Bachelor of Science, Elementary Education, Moorhead State University; Associate of Arts, Liberal Arts, Bismarck State College
Experience: Hired as the Vice President of Student Development in July 2010. Currently is serving in this role at Northwest Campus.
Pima County Community College District
Board of Governors
4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 3/9/11

Item Title
Adjunct Faculty Appointments

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

Recommendation:

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

Justification:

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

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

Amaro, Wilma E.
- Discipline(s): Chemistry (Academic)
- Salary: $710 per load hour
- Education: Bachelor degree from the University of Puerto Rico (unevaluated); Master of Education, Bilingual Education, with eighteen graduate semester hours in Chemistry, University of Arizona.
- Experience: Ms. Amaro has been a Pueblo High School science teacher for the last seven years. She was also a lab assistant and research assistant over a five year period at the University of Arizona.

Asher, Cynthia M.
- Discipline(s): Nursing (Academic Limited Exemption)
- Salary: $710 per load hour
- Education: Bachelor of Science, Nursing, Grand Canyon University

(Continued)
Experience: Ms. Asher is an Arizona registered nurse whose credentials meet the standards required by the Arizona State Board of Nursing Rules and Regulations. She has no formal teaching experience.

**Bodung, Sverre**
Discipline(s): Political Science (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Arts, Political Science, University of Oslo, Norway (unevaluated); Master of Arts, East European Studies, University College London, United Kingdom (unevaluated); Master of Philosophy, Political Science, University of Tromso, Norway (unevaluated)
Experience: Mr. Bodung is a doctoral candidate majoring in political science at the University of Arizona. He has accumulated more than twenty-four graduate semester hours in political science. Mr. Bodung was a graduate teaching fellow at the University of Oregon, where he led class sessions, graded tests, and conducted research.

**Corcoran, Kathleen M., Ph.D.**
Discipline(s): Biology (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Ecology and Environmental Biology, Appalachian State University, Boone, North Carolina; Doctor of Philosophy, Microbiology and Immunology, University of Arizona
Experience: Dr. Corcoran is a postdoctoral researcher for the University of Arizona and has been a teaching assistant for two years. She taught a medical microbiology course offered by the Department of Medicine.

**Cortes, Stephanie R.**
Discipline(s): Astronomy (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Physics and Astronomy, Clemson University, Clemson, South Carolina; Doctor of Philosophy, In Progress, with sufficient credit hours in astronomy for certification, University of Arizona
Experience: Ms. Cortes is currently working on a doctor of philosophy degree, majoring in astronomy at the University of Arizona. Ms. Cortes is also a graduate teaching assistant at the University of Arizona teaching a class, conducting lab activities, and grading papers.

**Fry, Jamie M.**
Discipline(s): Nursing (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Science, Nursing, Grand Canyon University
Experience: Ms. Fry is currently working towards the Master of Science degree in nursing from Grand Canyon University. She has been a registered nurse at St. Joseph’s Hospital and she has trained U.S. Marines for combat life support certification.

**Gallardo, Guadalupe**
Discipline(s): Translation and Interpretation Studies (Occupational)
Salary: $710 per load hour

(Continued)
Adjunct Faculty Appointments

Education: Bachelor of Arts, Romance Languages, Colorado College, Colorado Springs, Colorado

Experience: Ms. Gallardo is currently working as a court interpreter for Pima County Justice Court. Previously, she worked as an independent court interpreter for Superior Court of Arizona for four years. She has no formal teaching experience.

Groused, Michael, D.D.S.
Discipline(s): Dental Hygiene (Occupational)
Salary: $710 per load hour
Education: Master of Arts, Health Services Management, Webster College, St. Louis, Missouri; Doctor of Dental Surgery, University of Illinois, Chicago, Illinois
Experience: Dr. Groused worked as a private practice doctor of dental surgery for more than forty years. He retired in 2009 and has no formal teaching experience.

Herrera, Rene R.
Discipline(s): General Technology Mathematics (Occupational), Education (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Agricultural Economics, University of Arizona; Master of Education, Educational Leadership, Northern Arizona University
Experience: Mr. Herrera currently works as a teacher at the Arizona State Prison. Previously, he taught middle school and high school science, and physical education for more than sixteen years in Tucson.

Hoffman, Michael A.
Discipline(s): Writing (Developmental), Social Services (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, English, Weber State University, Ogden, Utah; Master of Social Work, University of Utah, Salt Lake City, Utah
Experience: Mr. Hoffman currently works for Veterans Affairs in Tucson as an emergency room social worker. He has been working in social work for more than three years. Mr. Hoffman also taught social work as an adjunct at Utah Valley University for one semester.

Kartchner, Ruth E., PhD.
Discipline(s): Spanish (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Spanish, Master of Arts, Spanish and Doctor of Philosophy, Language, Reading and Culture, University of Arizona
Experience: Dr. Kartchner has been a professor at the University of Arizona for more than thirteen years. She teaches Spanish, sheltered English, and language and culture courses.

Kidd, Clayton A.
Discipline(s): Administration of Justice (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Applied Science, Justice System Policy and Planning and Master of Administration, Northern Arizona University

(Continued)
Experience: Mr. Kidd has been a captain with the Tucson Police Department since 1987. He has no formal teaching experience.

**Klappert, Amery K.M.**
Discipline(s): Accounting (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Business Accounting, and Master of Science, Accountancy, University of Phoenix
Experience: Mr. Klappert is currently working as an accounting specialist with the Amity Foundation in Tucson. Previously, Mr. Klappert was a revenue auditor for the State of Arizona as well as a staff accountant for Amado and Associates CPAs, in Tucson. He has no formal teaching experience.

**Lord, Rachael D.**
Discipline(s): Social Services (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Social Work, Pacific Lutheran University, Tacoma, Washington; Master of Social Work, Arizona State University
Experience: Ms. Lord’s most recent job prior to her relocation was two years ago as the executive director of CASA (Court Appointed Special Advocates) of Westmoreland in Greensburg, Pennsylvania. She has worked as a counselor and juvenile justice consultant in both Arizona and Pennsylvania since 1995. She has no formal teaching experience.

**Lytle, Sterling C.**
Discipline(s): Emergency Medical Technology (Occupational Limited Exemption)
Salary: $710 per load hour
Education: High School Diploma, Catalina High Magnet School.
Experience: Mr. Lytle has been a training captain for the Helmet Peak Volunteer Fire Department for the last two years. Additionally, he has been a teaching assistant for EMT courses at Pima College for the last two years.

**McGuire, Roberta R.**
Discipline(s): Biology (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Molecular & Cell & General Biology and Master of Science, Watershed Management, University of Arizona
Experience: Ms. McGuire is working towards her Doctor of Philosophy, Soil, Water & Environmental Science at the University of Arizona. She worked as a hydrologist student trainee for five years with the United States Department of Agriculture in Tucson. She has no formal teaching experience.

**McPherson, Amanda D.**
Discipline(s): Early Childhood Education (Occupational)
Salary: $710 per load hour
Education: Bachelor of Arts, Elementary Education, Prescott College; Master of Education, Early Childhood Education, Northern Arizona University

(Continued)
Adjunct Faculty Appointments

Date: 3/9/11
Page 5

Experience: Ms. McPherson has been a supervisor and lead teacher for Desert Winds Preschool since 1999. She develops and implements lessons, supervises and trains staff.

Nuno, Thomas
Discipline(s): Economics (Academic), Mathematics (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Agriculture and Managerial Economics, University of California, Davis, California; Master of Arts, Economics, with sufficient graduate credits in Mathematics, University of Arizona
Experience: Mr. Nuno has been working for the University of Arizona, teaching and participating in research for more than ten years. He is currently pursuing a doctorate degree in Epidemiology with an expected graduation date of August 2011.

Offolter, Matthew A.
Discipline(s): Computer Aided Drafting (Occupational)
Salary: $710 per load hour
Education: Bachelor of Science, Mechanical Engineering, New Mexico State University, Las Cruces, New Mexico; Master of Science, Mechanical Engineering, University of Utah, Salt Lake City, Utah
Experience: Mr. Offolter is currently working as a senior design engineer for Raytheon Missiles Systems. He has more than thirteen years experience in the computer aided drafting field and is an expert with mechanism and electro mechanical design systems. He has no formal teaching experience.

Owan, Christopher P.
Discipline(s): Computer Aided Drafting (Occupational)
Salary: $710 per load hour
Education: Bachelor of Science, Engineering Mechanics, University of Wisconsin, Madison, Wisconsin
Experience: Mr. Owan is currently working as a senior design engineer for Raytheon Missiles Systems. He has more than twenty years experience in the computer aided drafting field and is an expert with mechanism and electro mechanical design systems. He has no formal teaching experience.

Sanchez, Nora M.
Discipline(s): Nursing (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Science in Education, Northern Arizona University; Bachelor of Science in Nursing, University of Arizona
Experience: Ms. Sanchez is currently working as a clinical rehabilitation liaison for Health South. Prior to that, she worked as a staff nurse for Tucson Medical Center. She taught third and sixth grades in San Manuel, Arizona for four years.

Sarrels, Walton H.
Discipline(s): Building and Construction – Electrical (Occupational), Solar (Occupational)
Salary: $710 per load hour

(Continued)
Adjunct Faculty Appointments

Date: 3/9/11
Page 6

Education: Bachelor of Arts, Electrical Engineering Technology, Northern Arizona University
Experience: Mr. Sarrels is the owner of Solar Turtle, Inc., Tucson. He previously worked as an electronics research technician and engineering associate that tested electronic equipment in both Tucson and Phoenix for more than twenty-five years. He has no formal teaching experience.

Sidhu, Jagjot, D.D.S.
Discipline(s): Dental Hygiene (Occupational)
Salary: $710 per load hour
Education: Bachelor of Science, Computer Science, and Doctor of Dental Surgery, Creighton University, Omaha, Nebraska
Experience: Dr. Sidhu has been working as a dentist for more than four years. He has no formal teaching experience.

Sinnott, Lynn A.
Discipline(s): Computer Aided Drafting (Occupational)
Salary: $710 per load hour
Education: Associate General Studies, General Studies and Associate General Education Certification, Business, Pima Community College
Experience: Ms. Sinnott is currently working as a computer aided drafting manager for PH Mechanical Engineering in Tucson. She has more than six years experience in the computer aided drafting field and is extremely proficient in AutoCAD. Ms. Sinnott has no formal teaching experience.

Skoczen, Aaron P.
Discipline(s): Building and Construction (Occupational)
Salary: $710 per load hour
Education: Bachelor of Science, Civil Engineering and Master of Business Administration, University of Arizona
Experience: Mr. Skoczen has been the owner of a service based construction company in Tucson since 2002. He has no formal teaching experience.

Stevens, Kenneth W.
Discipline(s): Social Services (Academic)
Salary: $710 per load hour
Education: Bachelor Arts, Economics, American University, Washington, D.C.; Master of Social Work, University of South Carolina, Columbia, South Carolina
Experience: Mr. Stevens worked as an exceptional family program officer at Andrews Air Force Base in Maryland. He assisted dependents of military members in gaining access to needed educational and medical services. He also worked as a finance specialist for the United States Army base in Illinois. He has no formal teaching experience.

Trujillo, Charles P.
Discipline(s): Administration of Justice (Academic Limited Exemption)
Salary: $710 per load hour

(Continued)
Adjunct Faculty Appointments

Education: Bachelor of Arts, Management and Master of Business Administration, University of Phoenix

Experience: Mr. Trujillo was a deputy sheriff and then a police officer for more than seventeen years in Pima County. He has taught criminal justice courses for both ITT Technical Institute and Brown Mackie College in Tucson.

Velasquez, Elsa Morales
Discipline(s): Spanish (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts in Education, Spanish and Master of Arts, Spanish, University of Arizona
Experience: Ms. Velasquez has been working as a graduate teaching assistant at the University of Arizona, teaching Spanish, for more than three years.

Weber, Tracie A.
Discipline(s): Nursing (Academic Limited Exemption)
Salary: $710 per load hour
Education: Associate of Science, Nursing/Biology, University of South Dakota, Vermillion, South Dakota; Bachelor of Science, Nursing, University of Arizona
Experience: Ms. Weber has worked as a registered nurse at different healthcare facilities, since 2007, including Tucson Medical Center, Quality of Life Medical and Research Center, and Hacienda del Sol Aesthetic Surgery. Ms. Weber has no formal teaching experience.

Weleck, Kassandra K.J.
Discipline(s): Music (Academic)
Salary: $710 per load hour
Education: Bachelor of Music, Bowling Green State University, Bowling Green, Ohio; Master of Music, Performance, Arizona State University
Experience: Ms. Weleck was a keyboard instructor for a charter school in Gilbert and a piano instructor at Arizona School for the Arts in Phoenix. She also worked as an instructor for the Bowling Green State University Creative Arts Program where she taught private piano lessons to beginners through advanced students.

Williams, Joshua E.
Discipline(s): Business (Academic), Management (Academic), Computer Software Applications (Occupational)
Salary: $710 per load hour
Education: Bachelor of Science, Business Administration, Indiana State University, Terre Haute, Indiana; Master of Business Administration, Amberton University, Garland, Texas
Experience: Mr. Williams is a project manager for G&J Development, Inc., in Tucson, where he has managed all aspects of the construction process since 2007. He also was the athletic director and teacher at Bethany Christian Academy for six years in Westminster, California.

(Continued)
Williams, Patricia A.
Discipline(s): Nursing (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Nursing, and Master of Science, Nursing, Grand Canyon University
Experience: Ms. Williams is currently working for Carondelet Heart & Vascular Institute as the director of emergency services where she is a registered nurse. She has no formal teaching experience.

Willse, Craig D., Ph.D.
Discipline(s): Sociology (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Social Sciences/Gender Studies, New College, Sarasota, Florida; Doctor of Philosophy, Sociology, City University of New York, New York, New York
Experience: Dr. Willse worked as an instructional technology fellow at Macaulay Honors College in New York. He taught sociology courses for four years in New York as an adjunct faculty member at Fashion Institute of Technology and Hunter College.

Young, Janay R.
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. Young has been working as a staff nurse at University Medical Center since 2004. She also educates patients and their family with healthcare issues.

Approvals

Contact Person
Janet L. May

Chancellor
Dr. Roy Flores
Temporary Appointments

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.

Elder, Elizabeth

Lab Technician NW

Hourly Rate: $14.31 Science
Education: Bachelor of Science, Biology Health Professions, Northwestern College, Orange City, Iowa
Experience: Ms. Elder has six years experience as a laboratory technician II and a laboratory supervisor at Newport Laboratories in Newport, Oregon.

Golban, Neada

Tutor II EC

Hourly Rate: $9.50 Mathematics, Computers-SOAR Grant
Education: Bachelor and Master of Arts, Architecture, Azad University, Khorasgan Branch-Isfahan, Iran
Experience: Ms. Golban has one year experience teaching architecture courses at four different universities in Iran. She was interviewed and recommended as mathematics and computers tutor by Bita Damadzadeh, Adjunct Faculty, Mathematics.
Goodspeed, Fay  
**Tutor I**  
**Hourly Rate:** $8.00  
**Writing-TRiO Student Support Services**  
**Education:** Bachelor of Arts, Interdisciplinary Studies, University of Arizona; Master of Education, Special Education, Northern Arizona University  
**Experience:** Ms. Goodspeed has three years experience as an adjunct faculty in writing and reading (developmental) on the Desert Vista campus. She has twenty-nine years experience as an elementary and middle school teacher.

Harris, Gretchen  
**Tutor II**  
**Hourly Rate:** $9.50  
**Writing, Reading, Humanities, Mathematics-SOAR Grant**  
**Education:** Bachelor of Arts, International Studies, Portland State University, Portland, Oregon  
**Experience:** Ms. Harris has six months experience as a volunteer tutor in English at Clatsop Community College in Astoria, Oregon and six months experience as a classroom aid and tutor for Sun Community School in Portland, Oregon.

Jimenez, Nicolette  
**Tutor I**  
**Hourly Rate:** $7.35  
**Mathematics, Spanish**  
**Education:** Coursework, Pima Community College  
**Experience:** Ms. Jimenez has four months experience as a volunteer tutor at Northwest campus. She has been interviewed and recommended as a tutor by the faculty in mathematics and Spanish, the learning center coordinator and Jana Kooi, Northwest Campus President.

Kelley, Brandon  
**Tutor I**  
**Hourly Rate:** $7.50  
**Accounting**  
**Education:** Coursework, Pima Community College and University of Arizona  
**Experience:** Mr. Kelley has one year experience as an accounting tutor at Pima. He has five years experience as an accounting clerk at Safeway, Inc. and two years experience as a tax specialist at H&R Block. He was interviewed and recommended by accounting faculty on West and Northwest campus and by Jana Kooi, Northwest Campus President.

Kolberg, Rachel  
**Tutor I**  
**Hourly Rate:** $8.00  
**Mathematics-TRiO Student Support Services**  
**Education:** Bachelor of Science, Microbiology, University of Arizona  
**Experience:** Ms. Kolberg has four years experience as a private tutor in mathematics and sciences. She was interviewed and recommended by Hector Acosta, Program Manager of the TRiO Student Support Services grant for her tutor skills and her potential as a mentor and role model to the students in the grant program.

Lara, Tomoko  
**Tutor I**  
**Hourly Rate:** $7.35  
**Mathematics, Physics**  
**Education:** Bachelor of Science, Physics, University of Arizona  
**Experience:** Ms. Lara has two years experience as an adjunct faculty in the physics laboratory at Pima Community College. She has a mathematics minor from the University of Arizona.
Temporary Appointments

McNeil, Autumn
Office Aide
DC
Hourly Rate: $7.35
Scheduling-Faculty Resource Center
Education: Coursework, Pima Community College
Experience: Ms. McNeil has one year experience as a federal work study student aide in scheduling in the Faculty Resource Center.

Mendoza, David
Tutor I
DV
Hourly Rate: $8.00
Reading, Writing-TRiO Student Support Services
Education: Bachelor of Arts, History and Political Science, University of Arizona
Experience: Mr. Mendoza has two years experience as a teacher at PPEP TEC Charter high school in Tucson. He was interviewed and recommended by Hector Acosta, Program Manager of the TRiO Student Support Services grant for his tutor skills and his potential as a mentor and role model to the students in the grant program.

Mora, Laura
Tutor I
DV
Hourly Rate: $8.00
Mathematics-TRiO Student Support Services
Education: Coursework, Pima Community College
Experience: Ms. Mora has completed mathematics coursework at Pima Community College. She was interviewed and recommended by Hector Acosta, Program Manager of the TRiO Student Support Services grant for her tutor skills and her potential as a mentor and role model to the students in the grant program.

Perkins, Patricia
Van Driver
NW
Hourly Rate: $8.30
Upward Bound
Education: Coursework, Pima Community College
Experience: Ms. Perkins has one and a half years experience as a van driver for the Marana Unified School District.

Perry, Oscar
Tutor I
NW
Hourly Rate: $8.00
Mathematics, Physics
Education: Bachelor of Science, Environmental Engineering, Steven’s Institute of Technology, Hoboken, New Jersey
Experience: Mr. Perry has five years experience as a mathematics and physics tutor at East Stroudsburg University in East Stroudsburg, Pennsylvania. He has been interviewed and recommended by the Northwest campus faculty and by Jana Kooi, Northwest Campus President.

Pierce, Pamela
Tutor II
EC
Hourly Rate: $9.50
Writing, Reading, Humanities, Mathematics-SOAR Grant
Education: Bachelor of Arts, Women’s Studies, University of Arizona; Master of Arts, American Studies, Utah State University, Logan, Utah
Experience: Ms. Pierce has two years experience as an editorial assistant at Western American Literature in Logan, Utah and seven months experience as a tutor of writing and general education for the Strategic Alternative Learning Techniques Center at the University of Arizona.

(Continued)
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Campus</th>
<th>Hourly Rate</th>
<th>Education</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scheller, Christopher</td>
<td>Workforce Trainer</td>
<td>CC</td>
<td>$15.00</td>
<td>Public Safety and Emergency Services Institute</td>
<td>Mr. Scheller has nine months experience as a firefighter and emergency medical technician with the Green Valley Fire District. He has certificates in Firefighter One and Two, Rope Rescue One and Emergency Medical Technician-B.</td>
</tr>
<tr>
<td>Vance, Guillermo</td>
<td>Tutor II-First Things First</td>
<td>WC</td>
<td>$9.50</td>
<td>Mathematics-Innovative Professional Development Grant</td>
<td>Mr. Vance is a third year mathematics major. He has been interviewed by Diane Miller, Advanced Program Manager, Academic Services and recommended as an embedded tutor in developmental mathematics.</td>
</tr>
<tr>
<td>Wickramasooriya, Hasini</td>
<td>Child Care Assistant</td>
<td>DC</td>
<td>$12.39</td>
<td>Child Development Center</td>
<td>Ms. Wickramasooriya has one year experience as a volunteer child care worker at the Downtown campus location of the Pima Community College Child Development Center.</td>
</tr>
<tr>
<td>Yubeta, David</td>
<td>Instructional Aide</td>
<td>WC</td>
<td>$7.35</td>
<td>Engineering Science Laboratory</td>
<td>Mr. Yubeta was interviewed and recommended by Dr. Mary Gilliland, Academic Dean, Science and Technology for the position of instructional aide. He is currently a mechanical engineering student.</td>
</tr>
</tbody>
</table>

**Approvals**

Contact Person: Janet L. May

Chancellor: Dr. Roy Flores
Recommendation:

The Chancellor recommends that the Board of Governors approve a flexible work scheduling provision for non-exempt, exempt staff, and administrative employees. This provision includes a four-day workweek schedule starting the week of May 23, 2011, and ending August 12, 2011. The following provisions will apply during this period:

1. Summer operations for core academic and business services will continue Monday through Friday with an open scheduling provision for a flexible four-day workweek. This provision may be initiated by area or department and approved through administration based on operating needs.

2. An extended four-day workweek schedule will begin and end at the appropriate hours designated by the administration to meet operating business needs.

3. Employees working a flexible four-day work schedule will continue to work the same number of hours per week.

4. A 45-minute lunch break will be observed for individuals working a four-day workweek. The one-hour lunch break will continue to be observed for individuals working the standard five-day workweek.

5. In order to provide equitable holiday pay for employees on a flexible work schedule, eligible employees will return to their normal schedule during weeks in which a holiday is observed (i.e., Memorial Day - May 30 and Independence Day - July 4).

Justification:

Pima Community College has successfully operated on a four-day workweek schedule for the past thirty-two summers. Pima Community College employee groups have supported this practice.

In the past, district office support operations and campus support operations elected to use a flexible four-day workweek schedule. Offices that use this schedule permitted staff the flexibility of working a four-day workweek schedule while still providing core services Monday
through Friday. Offices that utilized this option have expanded their core business hours of service.

Approvals

Contact Person

Janet L. May

Chancellor

Dr. Roy Flores
Meeting Date: 3/9/11

Item Title
Grant Proposal: United States Department of Education, Educational Talent Search (Desert Vista Campus)

Contact Person
Dr. Johnson Bia, President, Desert Vista Campus 206-5001

Recommendation:
The Chancellor recommends that the Board of Governors approve the Educational Talent Search grant proposal, and, if funded, acceptance of the grant award from the U.S. Department of Education. The Educational Talent Search Project will serve low-income, first-generation students. If awarded, the grant will enable Pima Community College (PCC) to continue a 20+ year partnership with Tucson Unified School District (TUSD) and Sunnyside Unified School District (SUSD) by serving their students through the Educational Talent Search program. The grant will run from September 1, 2011 through August 31, 2016.

Justification:
Educational Talent Search is one of eight US DOE TRiO programs nationally focused on serving low-income, first-generation students who demonstrate potential to graduate from high school, while encouraging and supporting their desire to enroll in and successfully complete postsecondary education.

The Educational Talent Search project will support PCC’s continued efforts to partner with TUSD and SUSD by offering assistance to the high school student populations at Desert View High School, Pueblo High School and Sunnyside High School by providing a myriad of services; including: academic tutoring; advisement on rigorous secondary course selection; preparation for college entrance, including assistance with entrance exams and admission applications; information on financial aid and scholarships; assistance in completing the financial aid process and the Free Application for Federal Student Aid (FAFSA); and information on economic and financial planning.

College Plan Initiative:
This program supports the 2008-2011 College Plan Initiative 4, Strategy 4.1.6 and 4.3.1, which states: “Increase linkages with K-12 institutions” and “Expand and enliven outreach activities to established service areas and to inadequately-served remote locations”.

Financial Considerations:
The total grant amount being requested is $416,393 annually for a five-year period totaling $2,081,965. The table below illustrates the expense items to be supported by the grant:

(Continued)
The College has evaluated the risks associated with the proposed activities and has determined they do not represent an undue liability.

**Approvals**

Contact Person  **Dr. Johnson Bia**  2/21/11

Chancellor  **Dr. Roy Flores**
ACTION ITEM

Meeting Date: 3/9/11

Item Title: Grant Proposal: United States Department of Education, Educational Talent Search (West Campus)

Contact Person: Dr. Lou Albert, President, West Campus 206-7001

Recommendation:

The Chancellor recommends that the Board of Governors approve the West Campus Educational Talent Search Project grant proposal, and, if funded, acceptance of the grant award from the United States Department of Education. The Educational Talent Search Project will focus on serving first generation and low-income students attending Cholla High School. This grant focuses on students who demonstrate potential to graduate from high school and will support their aspiration to enroll in post-secondary education. The term of the grant will be from July 1, 2011 through August 30, 2016.

Justification:

The Educational Talent Search Project creates national opportunities that identify and assist individuals from disadvantaged backgrounds who have the potential to succeed in higher education. The Pima Community College West Campus (PCC-West) Educational Talent Search Project will encourage low income and potential first generation college students to complete secondary school; enroll in postsecondary education; and publicize the availability of and facilitate the application for student financial assistance for persons who seek to pursue postsecondary education or complete these programs. PCC-West will partner with Cholla High School to implement the Talent Search Project. The PCC-West Educational Talent Search Project will provide the following required and permissible services based on an assessment of each participant’s need for services to 500 students attending Cholla High School:

1. Connections to High Quality Academic Tutoring Services
2. Advice & Assistance in Secondary Course Selection
3. Assistance in Preparing For College Entrance Examinations & Completing College Admission Applications
4. Federal Student Financial Aid Information & Assistance Completing the FAFSA
5. Guidance & Assistance in Entry to Postsecondary Educational Programs
6. Connections to Financial Literacy Services & Financial Planning for College
7. Personal Advising & Career Exploration Activities

College Plan Initiative:
This program supports the 2008-2011 College Plan Initiative 4, Strategy 4.1, “Expand College access and outreach” which states: (4.1.1) Identify and connect community partners in a concerted effort to initiate a solid statewide P-20 program that stimulates higher educational

(Continued)
expectations across all economic and social spectra; and (4.1.6) Increase linkages with K-12 institutions.

**Financial Considerations:**

The total grant amount being requested is $230,000 ($460 per participant) annually for a five-year period. The table below illustrates the expense items to be supported by the grant:

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personnel</strong></td>
<td></td>
</tr>
<tr>
<td>(1) Project Director @ 1 FTE</td>
<td>$59,000</td>
</tr>
<tr>
<td>(2) Advisors @ 1 FTE</td>
<td>82,000</td>
</tr>
<tr>
<td>(2) Project Tutors ($8.50/hr @ 40 hrs per month)</td>
<td>4,760</td>
</tr>
<tr>
<td>(1) Statistician/Evaluator ($100 per hr @ 45 hrs per year)</td>
<td>4,500</td>
</tr>
<tr>
<td><strong>Total Personnel</strong></td>
<td>$150,260</td>
</tr>
<tr>
<td><strong>Fringe (34% rate)</strong></td>
<td></td>
</tr>
<tr>
<td>FICA @ 7.65% (Social Security of 6.2% and Medicare 1.45%)</td>
<td>$11,150.64</td>
</tr>
<tr>
<td>Worker's Compensation @ 3.16%</td>
<td>4,606.02</td>
</tr>
<tr>
<td>Federal Unemployment @ 1.77%</td>
<td>2,579.95</td>
</tr>
<tr>
<td>Insurance (Health, Dental, Vision) and Retirement @ 21.42%</td>
<td>31,221.79</td>
</tr>
<tr>
<td><strong>Total Fringe</strong></td>
<td>$49,588.40</td>
</tr>
<tr>
<td><strong>Travel</strong></td>
<td></td>
</tr>
<tr>
<td>(2) National TRIO Conference for (1) Project Director</td>
<td>$1,716</td>
</tr>
<tr>
<td>(3) Regional TRIO Conference for (1) Project Director</td>
<td>1,284</td>
</tr>
<tr>
<td>Mileage Reimbursement</td>
<td>1,000</td>
</tr>
<tr>
<td><strong>Total Travel</strong></td>
<td>$3,000</td>
</tr>
<tr>
<td><strong>Supplies</strong></td>
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<tr>
<td>Instructional and Testing Supplies</td>
<td>$4,300</td>
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<tr>
<td>Office and Technology Supplies</td>
<td>5,800</td>
</tr>
<tr>
<td><strong>Total Supplies</strong></td>
<td>$10,100</td>
</tr>
<tr>
<td><strong>Total Direct Costs</strong></td>
<td>$212,948.40</td>
</tr>
<tr>
<td><strong>Indirect Costs @ 8%</strong></td>
<td>$17,035.87</td>
</tr>
<tr>
<td><strong>TOTAL COSTS</strong></td>
<td>$230,000</td>
</tr>
</tbody>
</table>

The College has evaluated the risks associated with the proposed activities and had determined they do not represent an undue liability.

**Approvals**

Contact Person

Chancellor

Dr. Roy Flores
Meeting Date: 3/9/11

Item Title: Grant Proposal/Sub-recipient Agreement: National Science Foundation/University of Washington, Collaborative Research: Agave Floral Traits and Pollinator Community Effects

Contact Person: Dr. Lou Albert, President, West Campus 206-7001

Recommendation:

The Chancellor recommends that the Board of Governors approve the Collaborative Research: Agave Floral Traits and Pollinator Community Effects grant proposal and sub-recipient agreement, and, if funded, acceptance of the grant award and establishment of a sub-recipient agreement from the University of Washington. The grant will recruit Pima Community College students to conduct research for project titled “Collaborative Research: Agave floral traits and pollinator community effects”. The term of the agreement will be from August 1, 2011 through July 31, 2014.

Justification:

Pima Community College (PCC) will subcontract with the University of Washington for this project to employ four PCC students to conduct research. This study proposes to elucidate the behavioral and community effects of multimodal floral traits of three populations of agaves that are keystone species in southern Arizona. This project will be carried out over a period of three years during the summer months of each year and the students will be compensated through this grant. The Project Director at PCC will work with members of the PCC Biology Department to recruit these students who majoring in Biology.

College Plan Initiative:

This program supports the 2008-2011 College Plan Initiative 1, Strategy 1.5, to strengthen student preparation in mathematics, writing, and science and Initiative 1.0, Strategy 1.6 to strengthen university partnerships to include occupational/workforce and transfer.

Financial Considerations:

The total grant amount being requested is $36,772 for three years. The table below illustrates the expense items to be supported by the grant:

(Continued)
The College has evaluated the risks associated with the proposed activities and had determined they do not represent an undue liability.

### Approvals

**Contact Person**

Dr. Roy Flores

**Chancellor**
<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract: College-wide Adobe License Program</td>
<td>Kirk Kelly, Vice Chancellor for Information Technology (206-4809)</td>
</tr>
</tbody>
</table>

**Recommendation:**

The Chancellor recommends that the Board of Governors approve the purchase of a College-wide Adobe license program from Computer Intelligence Association for $107,531.74.

**Justification:**

The College has been enrolled in a volume purchase agreement with Adobe since 2002. This agreement allows the college to purchase Adobe products at significant discounts with a yearly maintenance fee. Products purchased and maintained by the agreement are entitled to upgrades at no additional cost. This annual cost includes maintenance and purchase of new products. The agreement also allows students, faculty and staff to purchase Adobe products for use on their personal computers at significant discount.

**College Plan Initiative:**

Plan Initiative 6.0, Strategy 6.2.3 which states: Increase access to academic and business technologies, without limitations to Campus or Learning locations.

**Financial Considerations:**

The request was filled through competitive bid process and Computer Intelligence Association won the bid. The Board of Governors approved the capital expenditure during the June 9, 2010 board meeting, item number 15.24.

**Approvals**

Contact

Chancellor

Dr. Roy Flores
Meeting Date: 3/9/11  
Item Number: 16.0  

**Item Title**  
Contract: Employee Medical Benefits  

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

**Recommendation:**

The Chancellor recommends that the Board of Governors approve:

1. A one year contract renewal for group health insurance with CIGNA based on the negotiated rates for the period July 1, 2011 through June 30, 2012. The contract is valued at approximately $7.5 million.
2. The College's Fiscal Year 2012 medical and pharmacy benefit premium contribution structure, which keeps employee contributions the same as Fiscal Year 2011.

**Justification:**

Pima Community College currently provides employees with group health insurance benefits through CIGNA and self-funded pharmacy benefits through Medco. The CIGNA contract is renewable annually to Fiscal Year 2014. The College, with the assistance of its benefits consultant, negotiated a 14.2% rate increase with CIGNA, an increase of $935,000. This increase is related to medical utilization and is impacted by the 2010 Patient Protection and Affordable Care Act. There are three notable changes associated with this national health reform:

- College employees will no longer have a co-pay for certain preventive services, such as annual adult and child well visits and immunizations.
- Employees can enroll children up to age 26, regardless of student or marital status.
- Lifetime maximum on essential benefits is removed.

The increase in both medical and pharmaceutical costs is outlined in the Fiscal Year 2012 College premiums listed below.

**College Plan Initiative:**

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

(Continued)
Financial Considerations:

The College will fund the increase in health costs. Employees will continue to have a choice between the Preferred Provider Organization (PPO) and open access Health Maintenance Organization (HMO) plan designs. The College will continue to provide a significant subsidy to the PPO plan in order to enable employees to provide affordable health coverage for their dependents. The College also provides Health Reimbursement Arrangement (HRA) contributions to employees to assist with deductibles and other costs that may be incurred in the PPO plan. Internal Revenue Service guidelines define an HRA as a contribution provided solely by the employer in which employees are reimbursed tax free for qualified medical expenses up to a maximum dollar amount for a coverage period. An HRA may be offered with other health plans, including Flexible Spending Accounts (FSAs). However, unlike an FSA, an HRA may be carried forward for reimbursements in future years.

Benefit-eligible employees will continue to have the option to waive medical coverage. Upon documentation of other qualifying insurance, employees who choose to waive coverage receive $2,400 as a deposit to an FSA. Approximately 200 eligible employees currently participate in this option.

As noted above, the total CIGNA contract cost for Fiscal Year 2011-12 is approximately $7.5 million, an increase of about $935,000. Actual costs are based upon current enrollments and are subject to change based upon employee elections.

Monthly Premium Rates for Combined Medical and Pharmacy Benefits

Health Maintenance Organization (HMO) plan - Open Access Plan In-Network

<table>
<thead>
<tr>
<th>Contribution Structure</th>
<th>FY11 Combined Medical and Pharmacy Premiums</th>
<th>FY12 Combined Medical and Pharmacy Premiums</th>
<th>FY12 PCC Change to Employee Share</th>
<th>FY12 Employee Share</th>
<th>FY12 Change to Employee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Only</td>
<td>$ 501.92</td>
<td>$ 561.56</td>
<td>$ 561.56</td>
<td>$ 59.64</td>
<td>$ 0.00</td>
</tr>
<tr>
<td>Employee + Spouse</td>
<td>1,003.84</td>
<td>1,121.60</td>
<td>755.28</td>
<td>117.76</td>
<td>366.32</td>
</tr>
<tr>
<td>Employee + Child(ren)</td>
<td>903.61</td>
<td>1,009.59</td>
<td>716.53</td>
<td>105.98</td>
<td>293.06</td>
</tr>
<tr>
<td>Employee + Family</td>
<td>1,425.69</td>
<td>1,592.00</td>
<td>917.99</td>
<td>166.31</td>
<td>674.01</td>
</tr>
</tbody>
</table>

(Continued)
Preferred Provider Organization (PPO) plan - Open Access Plus

<table>
<thead>
<tr>
<th>Contribution Structure</th>
<th>FY11 Combined Medical and Pharmacy Premiums</th>
<th>FY12 Combined Medical and Pharmacy Premiums</th>
<th>FY12 PCC Share</th>
<th>FY12 Change to PCC</th>
<th>FY12 Employee Share</th>
<th>FY12 Change to Employee</th>
<th>FY12 PCC Health Reimbursement Arrangement (HRA) Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Only</td>
<td>$482.15</td>
<td>$540.14</td>
<td>$57.99</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$16.67</td>
<td></td>
</tr>
<tr>
<td>Employee + Spouse</td>
<td>964.34</td>
<td>1078.76</td>
<td>114.42</td>
<td>300.00</td>
<td>0.00</td>
<td>41.67</td>
<td></td>
</tr>
<tr>
<td>Employee + Child(ren)</td>
<td>867.91</td>
<td>971.05</td>
<td>103.14</td>
<td>250.00</td>
<td>0.00</td>
<td>41.67</td>
<td></td>
</tr>
<tr>
<td>Employee + Family</td>
<td>1,369.35</td>
<td>1,531.17</td>
<td>1,081.17</td>
<td>161.82</td>
<td>450.00</td>
<td>62.50</td>
<td></td>
</tr>
</tbody>
</table>

**Approvals**

Contact Person: Dr. David Bea

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

ACTION ITEM

Meeting Date: 3/9/11

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
</table>
| 17.0        | Contract: Pharmacy Benefit Management           | Dr. David Bea
              |                                                | Executive Vice Chancellor for Finance and Administration
              |                                                | (206-4519)                                           |

Recommendation:

The Chancellor recommends that the Board of Governors approve a one year contract with Medco Health Solutions (Medco) from July 1, 2011 to June 30, 2012.

Justification:

The College is self-funded for employee pharmaceutical coverage with a vendor acting as the pharmacy benefit manager on behalf of the College. The College bid the pharmacy benefit manager contract in 2010. As such, Fiscal Year 12 will be the second year of a potentially five year renewable contract. The College has good utilization of generic medicines and mail order claims. However pharmacy costs continue to rise as they are driven in large part by advances in expensive, though effective, specialty medicines.

College Plan Initiative:

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

Financial Considerations:

In order to ensure that the College has sufficient reserves to fund pharmacy expenses, the pharmacy plan premium deductions need to be increased. The College asked its benefit consultant to provide a cost projection for Fiscal Year 2012, which indicates that the College needs to fund the pharmacy plan at $2.75 million. Adjusting for an anticipated rebate of $130,000, the increase in premiums is approximately $215,000 (8.4%). The College also pays an administrative fee to Medco that is estimated at less than $5,000 for the year.

Approvals

Contact Person
Dr. David Bea

Chancellor
Dr. Roy Flores
PimaCountyCommunityCollegeDistrict
Board of Governors
4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Meeting Date: 3/9/11

Item Number: 18.0

Item Title  Contact Person
2011-12 Tuition  Dr. David Bea
               Executive Vice Chancellor for Finance and Administration (206-4519)

Recommendation:

The Chancellor recommends that the Board of Governors approve a $5.00 per unit increase to in-state tuition and recommends that out-of-state tuition rates also be increased proportionate to the in-state tuition increase rate, rounded to the nearest whole dollar amount.

Justification:

The College has developed a budget plan to address the expected 55 percent reduction in state funding and to cover increases in employee benefit costs. Employee health insurance costs are expected to increase $1.1 million and mandatory retirement costs are rising another $1.4 million. Included in the plan are one time and ongoing cost reductions in leases and utilities, operational budget reductions, and reductions in staffing. The tuition increase assures that the college has sufficient revenue to cover the remaining shortfall.

For comparison purposes, the current Arizona Community Colleges tuition rates and preliminary FY 2011-12 increases are shown below. The preliminary average in-state tuition and fee increase for the other Arizona Community Colleges is approximately $4.56 per unit, which represents a 7.2 percent increase over current year rates.

Tuition Charges for Arizona Community Colleges

<table>
<thead>
<tr>
<th>College Costs per Unit</th>
<th>FY 11</th>
<th>Expected Increase</th>
<th>FY 12</th>
<th>Increase %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coconino</td>
<td>$80.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maricopa</td>
<td>$71.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mohave</td>
<td>$69.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Central</td>
<td>$65.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yavapai</td>
<td>$62.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AZ Western</td>
<td>$60.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Northland</td>
<td>$56.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pima</td>
<td>$53.50</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cochise</td>
<td>$54.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eastern</td>
<td>$50.67</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Average (excluding Pima)</strong></td>
<td><strong>$63.07</strong></td>
<td><strong>$4.56</strong></td>
<td><strong>$67.63</strong></td>
<td><strong>7.2%</strong></td>
</tr>
</tbody>
</table>

(Continued)
2011-12 Tuition

Proposed FY 12 PCC
Charges per unit

<table>
<thead>
<tr>
<th></th>
<th>Tuition</th>
<th>Student Services</th>
<th>Information Technology</th>
<th>Total Per Unit</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>In-State</td>
<td>$58.50</td>
<td>$2.50</td>
<td>$2.00</td>
<td>$63.00</td>
<td>8.6%</td>
</tr>
<tr>
<td>Out-of-State 1 to 6 units</td>
<td>$98.00</td>
<td>$2.50</td>
<td>$2.00</td>
<td>$102.50</td>
<td>8.5%</td>
</tr>
<tr>
<td>Out-of-State 7 or more units</td>
<td>$294.00</td>
<td>$2.50</td>
<td>$2.00</td>
<td>$298.50</td>
<td>9.1%</td>
</tr>
<tr>
<td>Out-of-State Summer</td>
<td>$191.00</td>
<td>$2.50</td>
<td>$2.00</td>
<td>$195.50</td>
<td>8.9%</td>
</tr>
</tbody>
</table>

The College will also be introducing differential tuition for high cost programs beginning Spring semester of 2012. Specifics on differential tuition will be provided to the Board of Governors at a later date.

College Plan Initiative:

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

Financial Considerations:

The tuition increase will generate approximately $3.6 million for the General Fund.

Approvals

Contact Person: Dr. David Bea

Chancellor: Dr. Roy Flores