Regular Meeting

6:00 p.m.
District Office
Community Board Room
4905 E. Broadway
Tucson, AZ 85709-1010

General Matters/Reports

1. Call to Order
   Page #

2. Pledge of Allegiance
   1

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
   1

4. Staff Representatives
   Rose Bolz
   Timothy Kelliher

5. Student Representatives
   1

6. Faculty Representatives
   Kimlisa Duchicela
   Patty Figueroa

7. Report — Chairperson of the Board
   • Authorization of Executive Session on August 10, 2011

8. Report — Secretary of the Board
   1
General Matters *(Continued)*

9. Report — Chancellor


Information Items

11. Separations from Employment

12. Student Aide Hires

13. Board Bylaw, Article VI. Meetings

Action Items

14. Approval of Minutes
   A. Public Hearing of June 8, 2011
   B. Special Meeting of June 8, 2011
   C. Regular Meeting of June 8, 2011

15. Consent Agenda
   15.1 New Appointments
   15.2 Adjunct Faculty Appointments
   15.3 Temporary Appointments
   15.4 2012-2013 Academic Calendar
   15.5 Grant Proposal: U.S. Department of Education, Educational Opportunity Centers (EOC) Program, Transition Program
   15.7 Intergovernmental Agreement: Central Arizona College
   15.8 Contract: Learning Management System
   15.9 Contract: JobCorps GED Testing
      Pima Community College Adult Education, GED Testing
Other Action Items

16. Board Resolution Supporting the Long-Term Strategic Vision and Plan of Arizona’s Community College

Adjournment

Regular Meeting
August 10, 2011, 7:00 p.m.
District Office
Community Board Room
4905 E. Broadway
Tucson, AZ 85709-1010
### GENERAL MATTERS/REPORTS

**Meeting Date:** 7/14/11  
**Item Number:** 1-9

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

1. Call to Order  
2. Pledge of Allegiance  
3. Public Comment  
4. Staff Representatives  
5. Student Representatives  
6. Faculty Representatives  
7. Report—Chairperson of the Board  
   - Authorization of Executive Session on August 10, 2011  
8. Report—Secretary of the Board  
9. Report—Chancellor

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**Approval**

Chancellor  
Dr. Roy Flores
Report – May 2011 Financial Statements

Recommendation:

Attached are the financial statements showing preliminary 2010/11 fiscal year results through May 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 May. 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 $31.6 million. This is higher than the May 2010 net assets increase of $25.9 million for the same period in fiscal year 2010.

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 96.4 percent of budget, which is slightly lower than the previous year. Services and supplies expenditures and commitments are approximately 81.2 percent of the budget, which is slightly lower than the previous year.

Statement of Net Assets

As shown in The Statement of Net Assets, total net assets at the end of May were $230.7 million, which is an increase of $17.6 million compared to the same time last year. Principally, this improvement is due to the decrease in total liabilities from the retirement of long term debt and an increase in federal grants received.
# PIMA COUNTY COMMUNITY COLLEGE DISTRICT

## Statement of Net Assets

**May 31, 2011**

*(Preliminary)*

<table>
<thead>
<tr>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td><strong>LIABILITIES</strong></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td><strong>Current Liabilities</strong></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Cash and Cash Equivalents</td>
<td>4,175,204</td>
</tr>
<tr>
<td></td>
<td>6,467,857</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Property Taxes</td>
<td>3,465,128</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>3 Accounts (net of allowances)</td>
<td>12,670,538</td>
</tr>
<tr>
<td></td>
<td>3,566,665</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>5 Student Loans (net of allowances)</td>
<td>779,464</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>6 Other</td>
<td>1,213,805</td>
</tr>
<tr>
<td></td>
<td>344,132</td>
</tr>
<tr>
<td>7 Inventories</td>
<td>222,846</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Prepaid Expenses</td>
<td>119,435</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>93,516,581</td>
</tr>
<tr>
<td><strong>Noncurrent Assets</strong></td>
<td><strong>Total Current Liabilities</strong></td>
</tr>
<tr>
<td><strong>Restricted Cash and Cash Equivalents</strong></td>
<td><strong>Total Current Liabilities</strong></td>
</tr>
<tr>
<td><strong>Notes Receivable (net of allowances)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Other Long-term Investments</strong></td>
<td><strong>Deferred Revenue</strong></td>
</tr>
<tr>
<td><strong>Capital Assets</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Land</strong></td>
<td><strong>Construction in Progress</strong></td>
</tr>
<tr>
<td><strong>Buildings &amp; Leasehold improvements (net of depreciation)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Construction in Progress</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Total Noncurrent Assets</strong></td>
<td><strong>Total Noncurrent Liabilities</strong></td>
</tr>
<tr>
<td></td>
<td><strong>11,768,665</strong></td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td><strong>Total Liabilities</strong></td>
</tr>
<tr>
<td>94,686,733</td>
<td><strong>6,168,654</strong></td>
</tr>
<tr>
<td></td>
<td><strong>165,901,860</strong></td>
</tr>
<tr>
<td></td>
<td><strong>269,757,247</strong></td>
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<tr>
<td></td>
<td><strong>265,425,872</strong></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th><strong>General</strong></th>
<th><strong>Auxiliary and Restricted</strong></th>
<th><strong>Plant and Other Funds</strong></th>
<th><strong>All Funds</strong></th>
<th><strong>Restrictions</strong></th>
<th><strong>Unrestricted</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Cash and Cash Equivalents</td>
<td>75,824,829</td>
<td>6,467,857</td>
<td>33,421,701</td>
<td>115,714,387</td>
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</tr>
<tr>
<td>2 Property Taxes</td>
<td>3,465,128</td>
<td>655,206</td>
<td>4,120,334</td>
<td></td>
<td></td>
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<tr>
<td>3 Accounts (net of allowances)</td>
<td>12,670,538</td>
<td>2,521</td>
<td>12,673,059</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 Student Loans (net of allowances)</td>
<td></td>
<td></td>
<td>23,492</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 Other</td>
<td>1,213,805</td>
<td>344,132</td>
<td>2,215</td>
<td>1,560,152</td>
<td></td>
</tr>
<tr>
<td>7 Inventories</td>
<td>222,846</td>
<td></td>
<td>222,846</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Prepaid Expenses</td>
<td>119,435</td>
<td></td>
<td>119,435</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Current Assets** | **Total Noncurrent Assets** | **Total Assets** | **Total Liabilities** | **Net Assets** | **242,409,694** |

<table>
<thead>
<tr>
<th><strong>Internal Notes</strong></th>
<th><strong>Appropriation Restrictions</strong></th>
<th><strong>Unappropriated</strong></th>
<th><strong>Total</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>242,409,694</strong></td>
</tr>
</tbody>
</table>

**FY 2009/10**
# PIMA COUNTY COMMUNITY COLLEGE DISTRICT

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

For Eleven Months Ending May 31, 2011

### OPERATING REVENUES

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees</td>
<td>51,473,787</td>
<td>50,405,921</td>
</tr>
<tr>
<td>Contracts</td>
<td>2,432,471</td>
<td>3,731,621</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>1,495,761</td>
<td>1,428,748</td>
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<tr>
<td>Commission and Rents</td>
<td>261,464</td>
<td>232,428</td>
</tr>
<tr>
<td>Other Operating Revenues</td>
<td>748,264</td>
<td>1,490,200</td>
</tr>
<tr>
<td><strong>Total Operating Revenues</strong></td>
<td>54,684,522</td>
<td>57,288,918</td>
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</tbody>
</table>

### OPERATING EXPENSES

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational and General</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>50,278,217</td>
<td>53,951,013</td>
</tr>
<tr>
<td>Academic Support</td>
<td>20,770,507</td>
<td>23,976,536</td>
</tr>
<tr>
<td>Student Services</td>
<td>18,777,874</td>
<td>21,737,914</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>25,139,103</td>
<td>20,949,012</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>10,694,531</td>
<td>28,250,840</td>
</tr>
<tr>
<td>Depreciation</td>
<td>5,954,500</td>
<td>6,753,524</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>936,072</td>
<td>4,096,301</td>
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<tr>
<td>Auxiliary Enterprises</td>
<td>3,516</td>
<td>388,262</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>126,599,820</td>
<td>193,070,687</td>
</tr>
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</table>

### NONOPERATING REVENUES (EXPENSES)

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Appropriations</td>
<td>15,942,100</td>
<td>15,942,100</td>
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<tr>
<td>Property Taxes</td>
<td>85,425,204</td>
<td>96,337,898</td>
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<tr>
<td>Federal Grants</td>
<td>54,536</td>
<td>45,423,324</td>
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<tr>
<td>State and Local Grants</td>
<td>1,242,727</td>
<td>851,382</td>
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<tr>
<td>State Shared Sales Taxes</td>
<td>1,694,626</td>
<td>1,756,156</td>
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<tr>
<td>Gifts</td>
<td>1,043,295</td>
<td>949,255</td>
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<tr>
<td>Investment Income</td>
<td>182,951</td>
<td>416,328</td>
</tr>
<tr>
<td>Interest on Capital Asset (related debt)</td>
<td>225,011</td>
<td>416,328</td>
</tr>
<tr>
<td><strong>Net Nonoperating Revenues</strong></td>
<td>101,605,844</td>
<td>161,676,443</td>
</tr>
</tbody>
</table>

### Increase (Decrease) in Net Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Increase (Decrease) in Net Assets</strong></td>
<td>1,783,678</td>
<td>25,920,287</td>
</tr>
</tbody>
</table>

### NET ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Assets - Beginning of Year</td>
<td>72,789,756</td>
<td>187,158,764</td>
</tr>
<tr>
<td>Net Assets - End of Period</td>
<td>74,573,434</td>
<td>213,079,051</td>
</tr>
</tbody>
</table>
### PIMA COUNTY COMMUNITY COLLEGE DISTRICT

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

For Eleven Months Ending May 31, 2011

<table>
<thead>
<tr>
<th>EXPENDITURES BY FUNCTION</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED</td>
</tr>
<tr>
<td>Educational and General</td>
<td>60,552,554</td>
<td>52,232,797</td>
</tr>
<tr>
<td>1 Instruction</td>
<td>25,492,208</td>
<td>22,918,306</td>
</tr>
<tr>
<td>2 Academic Support</td>
<td>22,052,207</td>
<td>21,317,089</td>
</tr>
<tr>
<td>3 Student Services</td>
<td>31,922,154</td>
<td>27,985,627</td>
</tr>
<tr>
<td>4 Institutional Support</td>
<td>12,432,712</td>
<td>12,204,571</td>
</tr>
<tr>
<td>5 Operation and Maintenance of Plant</td>
<td>1,345,438</td>
<td>936,072</td>
</tr>
<tr>
<td>6 Student Financial Aid</td>
<td>27,906,868</td>
<td>27,906,868</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>5,899,858</td>
<td></td>
</tr>
<tr>
<td>7 Transfers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Fund balance reserved for contingency</td>
<td>187,693,999</td>
<td>165,501,330</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES BY ACCOUNT</th>
<th>FY 2010/11</th>
<th>FY 2009/10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>AMOUNT</td>
<td>%</td>
</tr>
<tr>
<td>Educational and General</td>
<td>6,612,000</td>
<td>95.0</td>
</tr>
<tr>
<td>10 Administrative Personnel</td>
<td>24,095,000</td>
<td>92.5</td>
</tr>
<tr>
<td>11 Faculty</td>
<td>1,135,691</td>
<td>78.4</td>
</tr>
<tr>
<td>12 Additional Compensation - Faculty</td>
<td>17,002,815</td>
<td>100.0</td>
</tr>
<tr>
<td>13 Adjunct Faculty</td>
<td>37,424,928</td>
<td>99.6</td>
</tr>
<tr>
<td>14 Classified Staff</td>
<td>6,297,948</td>
<td>100.0</td>
</tr>
<tr>
<td>15 Other Compensation</td>
<td>37,959</td>
<td>82.5</td>
</tr>
<tr>
<td>16 Student Employment / Workstudy</td>
<td>22,534,999</td>
<td>92.9</td>
</tr>
<tr>
<td>17 Fringe Benefits</td>
<td>115,141,340</td>
<td>96.4</td>
</tr>
<tr>
<td>Total Personal Services</td>
<td>5,714,537</td>
<td>77.8</td>
</tr>
<tr>
<td>19 Communications and Utilities</td>
<td>2,846,571</td>
<td>51.1</td>
</tr>
<tr>
<td>20 Travel</td>
<td>10,858,198</td>
<td>100.0</td>
</tr>
<tr>
<td>22 Supplies and Materials</td>
<td>7,887,666</td>
<td>66.3</td>
</tr>
<tr>
<td>23 Student Financial Aid</td>
<td>1,345,438</td>
<td>69.6</td>
</tr>
<tr>
<td>24 Current Fixed Charges</td>
<td>2,626,559</td>
<td>94.6</td>
</tr>
<tr>
<td>Total Services and Supplies</td>
<td>31,738,969</td>
<td>81.2</td>
</tr>
<tr>
<td>Capital Equipment</td>
<td>633,914</td>
<td>63.2</td>
</tr>
<tr>
<td>26 Transfers</td>
<td>27,906,868</td>
<td>100.0</td>
</tr>
<tr>
<td>Other Expenditures</td>
<td>1,163,998</td>
<td>37.6</td>
</tr>
<tr>
<td>Total Expenditures by Account</td>
<td>187,693,999</td>
<td>165,501,330</td>
</tr>
</tbody>
</table>
COMMITMENTS FOR INSTITUTIONAL SUPPORT

FY 10 $26.0 M
FY 11 $28.0 M

COMMITMENTS FOR OPERATION & MAINTENANCE OF PLANT

FY 10 $12.1 M
FY 11 $12.2 M

COMMITMENTS FOR STUDENT FINANCIAL AID

FY 10 $1.5 M
FY 11 $0.9 M
INFORMATION ITEM

Date: 7/14/11

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

Recommendation:

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

Retirements

Castillo, Guadalupe
Instructional Faculty-History
WC-Social Sciences
Effective: 5/19/11

Guadalupe Castillo began employment with the College in 1990 as instructional faculty teaching history at West Campus. She also served as adjunct faculty at various campuses. She is retiring as instructional faculty from West Campus.

Fay, Steven J.
Police Officer
MS-Department of Public Safety
Effective: 10/8/11

Correction: 5/31/11

Steven Fay began employment with the College in 1987 as police officer trainee with Campus Police. He also served as police officer I and acting sergeant. He is retiring as police officer from the College’s Department of Public Safety.

Fulginiti, John V.
Executive Assistant
CC-President Office
Effective: 6/7/11

John Fulginiti began employment with the College in 1995 as a director of assessment research in the Research and Planning Department at the District Office. He served as adjunct faculty, research project manager, and also served as executive assistant to the campus president at Community Campus. He is retiring from his position as executive assistant at Community Campus.

(Continued)
Kracen, Laurel R.
Educational Support Faculty-Counselor
EC-Enrollment Services
Effective: 6/2/11

Laurel Kracen began employment with the College in 1998 as advisement specialist at Downtown Campus. She also served as adjunct faculty, department chair, administrator, campus director of enrollment services, and education support faculty. She is retiring from her position as educational support faculty at East Campus.

Saavedra, Linda D.
Instructional Faculty-Medical Laboratory Technician
WC-Science, Tech and Engineering
Effective: 6/6/11

Linda Saavedra began employment with the College in 2007 as instructional faculty teaching medical laboratory technician at West Campus. She also served as adjunct faculty and is retiring from her position as instructional faculty at West Campus.

Separations from Employment

Barbere, Robert A.
Printer/Operator
CO-Print and Design Services
Effective: 6/6/11
Reason: Other employment

Smith, Matthew Price
Instructional Faculty-Spanish
WC-Languages
Effective: 5/19/11
Reason: Relocation

Approvals

Contact Person
Janet L. May

Chancellor
Dr. Roy Flores
INFORMATION ITEM

Meeting Date: 7/14/11
Item Title: Student Aide Hires

Recommendation:

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

Adun Dafenone
Green Vanessa
Gutierrez Jose
McNeil Autumn

Approvals

Contact Person

Chancellor

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

Dr. Roy Flores
INFORMATION ITEM

Date: 7/14/11

Item Title: Board Bylaw, Article VI: Meetings
Contact Person: Chancellor’s Office

Item Number: 13

Justification:

First Reading: In accordance with Board Bylaw, Article X: Amendment to Bylaws, Section 1, revisions to the existing Article VI: Meetings, change is being requested to reflect current practices.

Approvals

Chancellor: Dr. Roy Flores
Section 1. The regular meetings (as specified in ARS 15-1443) shall be held on the second Wednesday of every month at such time and place as the Board determines, unless otherwise ordered by the Board.

Section 2. Special meetings may be held at the call of the Chief Executive Officer or upon a call issued in writing signed by a majority of the Board. The purpose of special meetings shall be to transact business or to study and discuss matters brought to the Board.

Section 3. The meeting held on the first Monday in January of each year (as specified in ARS 15-1443-B) shall be known as the annual meeting for the purpose of electing officers and such other business as may be necessary. In January of each year, the Board shall hold an annual meeting, as specified by ARS 15-1443(B), for the purpose of electing officers and conducting such other business as may be necessary. The annual meeting will be the first Governing Board meeting in January unless the Chancellor and Board President designate a different January meeting as the annual meeting.

Section 4. A majority of all publicly elected members of the Board shall constitute a quorum for the transaction of any business. A majority vote of the Board
members present shall be required for action to be taken. However, action may be
taken only at meetings called pursuant to sections 1, 2 and/or 3 of this article;
action may not be taken during meetings of any standing, special or advisory
committees or subcommittees of, or appointed by, the Governing Board.
Abstentions and blank ballots shall be disregarded in the determination of a
majority. When temporary absences of members in a meeting reduces the
membership below a quorum, a recess may be taken until a quorum is present.

Section 5. The order of business for regular and special meetings shall be
determined by the Chairman and Chief Executive Officer. The order of business
and supporting materials shall be distributed to members of the Board five days in
advance of the meeting.

Section 6. The Chief Executive Officer of the College, or his or her designee, shall
attend each regular and special meeting of the Board for the purpose of presenting
items of business and reports of interest to the Board.
ACTION ITEM

Meeting Date: 7/14/11

Item Title:
Unapproved Minutes of the Public Hearing June 8, 2011

Contact Person:
Chancellor’s Office
(206-4747)

Recommendation:
The unapproved minutes of the Public Hearing of June 8, 2011 are submitted for approval.

Approval

Chancellor
Dr. Roy Flores
A Public Hearing of the Pima County Community College District Board of Governors was held on Wednesday, June 8, 2011 at 6:30 p.m., in the Community/Board Room, District Central 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  
Patty Figueroa, Faculty

**RECORDING SECRETARY**

Gabriela De Echávarri

**ADMINISTRATION**

Roy Flores, Chancellor  
Lou Albert, President, West Campus  
Doreen Armstrong, Assistant Vice Chancellor for Employee Services  
Stella Bay, Executive Director, Department of Public Safety  
David Bea, Executive Vice Chancellor, Finance and Administration  
Victoria Cook, Vice President of Instruction  
Imelda Cuyugan, Assistant Vice Chancellor, Government Relations  
Cindy Dooling, Acting Vice Chancellor, Information Technology  
Charlotte Fugett, President, East Campus  
Donna Gifford, Vice President of Instruction  
Mary Beth Ginter, Academic Dean  
Diane Groover, Assistant Vice Chancellor, Finance  
Patricia Houston, Academic Dean  
William Howard, Assistant Vice Chancellor, Business Services  
Darla Lammers, Vice President of Instruction  
Mary Ann Martinez Sanchez, Vice Provost and Assistant Vice Chancellor, Academic Services  
Janet May, Vice Chancellor, Human Resources  
Marty Mayhew, Academic Dean  
Keith McIntosh, Acting Assistant Vice Chancellor, Information Technology  
Leticia Menchaca, Assistant Vice Chancellor, Student Services  
Suzanne Miles, Provost/Executive Vice Chancellor and President, Downtown Campus  
Lorraine Morales, Vice President of Student Development  
Harry Muir, Vice President of Instruction  
Brigid Murphy, Vice President of Instruction  
Ann Parker, Vice President of Student Development  
Raul Ramirez, Vice Chancellor for Community Relations and Institutional Research  
Anna Reese, Executive Director, Financial Aid  
Nicola Richmond, Executive Director, Institutional Research  
Nancy Russell, Academic Dean  
Robert Simpson, Academic Dean  
Nancy Sorenson, Vice President of Student Development  
Edgar Soto, Executive Director, Athletics  
Stan Steinman, Academic Dean  
William Ward, Assistant Vice Chancellor, Facilities  
Deborah Yoklic, Assistant Vice Chancellor  
Darla Zirbes, Vice President of Student Development
Call to Order
Marty Cortez called the meeting to order at 6:40 p.m.

Pledge of Allegiance
Scott Stewart led the Pledge of Allegiance.

Fiscal Year 2012 Property Tax Levies
Dr. David Bea, Executive Vice Chancellor for Finance and Administration, gave a short summary of the tax rate changes from the perspective of an average property owner, emphasizing that while the primary property tax will increase by 2%, the secondary tax rate will decrease, resulting in a net decrease of 1.5% in property taxes levied by Pima Community College.

Adoption of Fiscal Year 2011-2012 Proposed Budget
Executive Vice Chancellor Bea presented the proposed 2011/12 Budget. The proposed budget is $287.9 million for all funds

Public Comment
There were no requests to address the Board.

Adjournment
The meeting adjourned at 6:54 p.m.

Secretary

Date
ACTION ITEM

Meeting Date: 7/14/11

Item Title: Unapproved Minutes of the Special Meeting June 8, 2011
Contact Person: Chancellor's Office
(206-4747)

Recommendation:
The unapproved minutes of the Special Meeting of June 8, 2011 are submitted for approval.

Approval

Chancellor Dr. Roy Flores
A Special Meeting of the Pima County Community College District Board of Governors was held on Wednesday, June 8, 2011 at 6:45 p.m., in the Community/Board Room, District Central 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  
Patty Figueroa, Faculty  

**RECORDING SECRETARY**

Gabriela De Echávarri  

**ADMINISTRATION**

Roy Flores, Chancellor  
Lou Albert, President, West Campus  
Doreen Armstrong, Assistant Vice Chancellor for Employee Services  
Stella Bay, Executive Director, Department of Public Safety  
David Bea, Executive Vice Chancellor, Finance and Administration  
Victoria Cook, Vice President of Instruction  
Imelda Cuyugan, Assistant Vice Chancellor, Government Relations  
Cindy Dooling, Acting Vice Chancellor, Information Technology  
Charlotte Fugett, President, East Campus  
Donna Gifford, Vice President of Instruction  
Mary Beth Ginter, Academic Dean  
Diane Groover, Assistant Vice Chancellor, Finance  
Patricia Houston, Academic Dean  
William Howard, Assistant Vice Chancellor, Business Services  
Darla Lammers, Vice President of Instruction  
Mary Ann Martinez Sanchez, Vice Provost and Assistant Vice Chancellor, Academic Services  
Janet May, Vice Chancellor, Human Resources  
Marty Mayhew, Academic Dean  
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Leticia Menchaca, Assistant Vice Chancellor, Student Services  
Suzanne Miles, Provost/Executive Vice Chancellor and President, Downtown Campus  
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Brigid Murphy, Vice President of Instruction  
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Raul Ramirez, Vice Chancellor for Community Relations and Institutional Research  
Anna Reese, Executive Director, Financial Aid  
Nicola Richmond, Executive Director, Institutional Research  
Nancy Russell, Academic Dean  
Robert Simpson, Academic Dean  
Nancy Sorenson, Vice President of Student Development  
Edgar Soto, Executive Director, Athletics  
Stan Steinman, Academic Dean  
William Ward, Assistant Vice Chancellor, Facilities  
Deborah Yoklic, Assistant Vice Chancellor  
Darla Zirbes, Vice President of Student Development
General Matters

Call to Order

Marty Cortez called the meeting to order at 6:54 p.m.

Action Items

Fiscal Year 2012 Property Tax Levies

Motion to Approve Fiscal Year 2012 Property Tax Increase

**Motion No. 7014**

Scott Stewart – M, David Longoria – S, to approve Pima County Community College District’s increase in primary property taxes, and, approve a decrease in secondary property taxes for fiscal year 2011-2012.


Adoption of Fiscal Year 2011-2012 Proposed Budget

**Motion No. 7015**

Brenda Even – M, David Longoria – S, to adopt the proposed budget for the Pima County Community College District for the Fiscal Year July 1, 2011 through June 30, 2012.


Adjournment

The meeting adjourned at 7:00 p.m.

____________________________
Secretary

____________________________
Date
# ACTION ITEM

**Meeting Date:** 7/14/11

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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<tbody>
<tr>
<td>Unapproved Minutes of the Regular Meeting June 8, 2011</td>
<td>Chancellor’s Office (206-4747)</td>
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</table>

**Recommendation:**

The unapproved minutes of the Regular Meeting of June 8, 2011 are submitted for approval.

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**Approval**

Chancellor [Signature]

Dr. Roy Flores
A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, June 8, 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
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Edgar Soto, Executive Director, Athletics
Stan Steinman, Academic Dean
William Ward, Assistant Vice Chancellor, Facilities
Deborah Yoklic, Assistant Vice Chancellor
Darla Zirbes, Vice President of Student Development
Call to Order

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

Public Comment and Reports

Public Comment

There were no requests to address the Board.

Staff Representatives

Rose Bolz reported on the June 2 Staff Council Meeting. Highlights included the following: Provost's Report: Provost informed that the GED graduation was June 2, 2011 at the Tucson Convention Center, Music Hall. Provost Miles also informed that there are new hours for student services College wide and the a new space for a Veteran’s Center is being created at the Downtown Campus. Chancellor’s Report: Dr. Flores reported that the Governor’s Office will provide sessions on how the new ASRS changes will affect us. Dates are not yet available. Liaison Report: Vice Chancellor May provided an update on Human Resources recruitment statistics. AFSCME Report: There was no AFSCME report. ACES Report: There was no ACES report. Subcommittee Updates: Jorge Caballero reported on marketing projects and fundraisers. The next Staff Council meeting will be held on July 11th, 2011.

Student Representatives

There was no report.

Faculty Representatives

There was no report.

Report — Chairperson of the Board

Motion to Authorize Executive Session

PASSES

Motion No. 7016

Scott Stewart – M, Brenda Even – S, to authorize an Executive Session of the Board of Governors on July 13, 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

West Campus President, Dr. Louis Albert and Dr. Lorraine Morales, West Campus Vice President of Student Development, gave the Board an update on the efforts being taken to strengthen the Adult Re-Entry Program. Chancellor Flores noted that in July, the Board would receive a full accounting of the current College Plan.

Report — April 2011 Financial Statements

Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending April 2011. He noted the increase in net assets through month end, year-to-day, is approximately $18.6 million.

Information Items

Separations from Employment

Chairperson Cortez acknowledged the retirements of Teresa Bracamonte, Steven Fay, Alice Flores, Cheryl Howell, Laurel Kracen, Arelene Muniz, Patricia Oller, Virginia Rivera, Pamela Truitt, and George Welch and wished them well in their new future endeavors.

Student Aide Hires

These items were noted as information items.
Action Items

Motion to Approve Meeting Minutes
PASSES

Approval of Minutes

Motion No. 7017

Brenda Even – Scott Stewart – S, to approve the Minutes of the Regular Meeting of June 8, 2011.

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

Consent Agenda

Motion No. 7018


14.1 New Appointments
14.2 Administrator Appointments
14.3 Adjunct Faculty Appointments
14.4 Temporary Appointments
14.5 Employment Contract: Chancellor
14.6 Legal Services
14.7 Public Safety Personnel Retirement System Local Board Membership
14.8 Grant Award: Arizona Commission for Postsecondary Education, United States Department of Education Leveraging Educational Assistance Partnership Program and Special Leveraging Educational Assistance Partnership Program
14.9 Intergovernmental Agreement: Vail Unified School District
14.10 Intergovernmental Agreement: Pima County Sheriff’s Department
14.11 Intergovernmental Agreement: Pima County Community Services for Workforce Development Education (2011-2012)
14.12 Intergovernmental Agreement: Cochise County Community College District Undergraduate Flight Training Program
14.13 Non-Intergovernmental Agreement: EdLink, LLC and Pima Community College Workforce and Business Development
14.14 Non-Intergovernmental Agreement: National Center for Construction Education and Research and Pima
Community College Workforce and Business Development

14.15 Contracts: Information Technology Replacement – Fiscal Year 2012

14.16 Contracts: Information Technology Maintenance, Licensing and Services – Fiscal Year 2012

14.17 Contract: Moving Services

14.18 Contract: Transportation Services

14.19 Contract: General Liability and Automobile Liability and Physical Damage Insurance

14.20 Contract: Group Purchase Participation Agreement for Property Insurance

14.21 Contract: Worker’s Compensation Insurance

14.22 Contract: Short Term Disability Insurance

14.23 Contract: Disabled Student Resources – Sign Language Interpreting Services


14.26 Curriculum Recommendations – Program Inactivation: Certified Phlebotomist — Center for Training and Development

14.27 Library Participation in Cooperative Buying Program with the Community College Library Consortium

14.28 Fiscal Year 2010-2011 Adopted Budget Reductions

14.29 Employee Retirement Adjustment

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

College Plan 2011-2013

Chancellor Flores and Dr. Nicola Richmond, Executive Director of Planning and Institutional Research, presented a brief overview of the 2011-2013 College Plan, which includes the following initiatives: strengthen developmental education, improve overall success of student learning, enhance delivery, expand education and workforce opportunities, and enhance operations.
Motion to Approve
College Plan 2011-2013
PASSES

Motion No. 7019

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

Personnel Policy Statements, 2011/2012 Fiscal Year

Motion No. 7020
Scott Stewart – M, Brenda Even – S, to approve the changes to the Personnel Policy Statements for the following employee groups: Classified Non-Exempt; Classified Exempt; Administrative and Faculty

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

Adjournment

The meeting adjourned at 7:50 p.m.

__________________________
Secretary

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

### ACTION ITEM

**Meeting Date:** 7/14/11  
**Item Number:** 15

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

**Recommendation:**

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

- **15.1** New Appointments
- **15.2** Adjunct Faculty Appointments
- **15.3** Temporary Appointments
- **15.4** 2012-2013 Academic Calendar
- **15.5** Grant Proposal: U.S. Department of Education, Educational Opportunity Centers (EOC) Program, Transition Program
- **15.6** Grant Proposal: United States Department of Education Arizona Department of Education, Carl D. Perkins IV - Basic Grant
- **15.7** Intergovernmental Agreement: Central Arizona College
- **15.8** Contract: Learning Management System
- **15.9** Contract: JobCorps GED Testing Pima Community College Adult Education, GED Testing

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**Approval**

Chancellor  
Dr. Roy Flores
Recommendation:

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

Justification:

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

Faculty:

Marcelli, Jolene  
**Instructional Faculty**  
Salary: $61,307  
Effective: 8/15/11  
Selected to fill an open position  
Education: Bachelor of Science, Nursing, University of North Dakota; Grand Forks, North Dakota; Master of Science, Nursing Education, University of Phoenix, Phoenix, Arizona  
Experience:  
Ms. Marcelli was a Nursing Administrative Appointment at Pima Community College, West Campus, for spring 2011. Since 2005, she has worked for Pima Community College as an adjunct faculty member. For the past five years, Ms. Marcelli has worked at Critical Nursing Solutions and at University Medical Center as a nurse. Prior to this, she was a Captain Army Nurse for the United States Army for ten years.

Recruitment Overview:

An external recruitment was conducted. Twenty-seven complete applications were screened by an advisory committee. Three applicants were invited to interview. The finalists were interviewed by Dr. Louis Albert, West Campus President and Dee Lammers, West Campus Vice President of Instruction.
**Staff:**

**Bowden, Rita S.**

**Human Resources Advanced Analyst**

Salary: $52,736  
District Office

Effective: 7/18/11  
Selected to fill a vacant position

Education: Bachelor of Arts, English and Liberal Arts, Xavier University of Cincinnati, Cincinnati, Ohio

Experience: Ms. Bowden has 30 years experience working for IBM Corporation, most recently as the Corporate Human Resources Recruitment Program Manager. Previously she held the Technical Recruitment Manager, Team Leader, and Project Administrator positions. She has been working as a temporary employee with AppleOne as a Human Resources Analyst on assignment to Pima Community College.

Recruitment Overview:

An external recruitment was conducted. Sixty-four applications were received and reviewed. Seven candidates were invited to interview. The finalist were interviewed by Janet May, Vice Chancellor, Human Resources.

**Dall'Aglio, Julie A.**

**Campus Director of Administrative Services**

Salary: $86,049  
Community Campus

Effective: 8/1/11  
Selected to fill a vacant position

Education: Bachelor of Science, Public Administration/Public Management, University of Arizona; Master of Arts, Organizational Management, University of Phoenix

Experience: Ms. Dall'Aglio has over four years experience as director of finance and administration for Our Family Services, Inc. and over five years experience as controller and finance director for Green Valley Recreation, Inc. She also has an additional six years experience as director and administrator, finance and administration manager, and controller for three local organizations.

Recruitment Overview:

An external recruitment was conducted. Thirty-two applications were received and reviewed. Thirteen candidates were invited to interview. The finalists were interviewed by Dr. Suzanne Miles, Provost and Executive Vice Chancellor for Academic and Student Services and Community Campus President.

**Garcia, Socorro**

**Support Assistant Human Resources**

Hourly Rate: $12.39  
District Office

Effective: 7/18/11  
Selected to fill a vacant position

Education: Associate of Arts, General Studies, Pima Community College

Experience: Ms. Garcia has three years experience as a temporary assistant at Southwest Gas through Adecco temporary agency. She also has two years experience as health information clerk at Cope Community Services in Tucson.

Recruitment Overview:

An external recruitment was conducted. One hundred and eighty-one applications were received and reviewed. Seven candidates were invited to interview. The finalists were interviewed by Janet May, Vice Chancellor, Human Resources.

(Continued)
Long, Donnie | Laboratory Assistant-Culinary Arts
---|---
Hourly Rate: $12.39 | Desert Vista
Effective: 7/18/11 | Selected to fill a vacant position
Education: Bachelor of Arts, History, University of Arizona
Experience: Mr. Long has two years experience as a line cook trainer and assistant manager at Wendy’s of Tucson and Texas Roadhouse. He also has over three years experience as an activities director at Kindred Healthcare and La Casa de Stella Assisted Living Home, where he included culinary activities with the residents.
Recruitment Overview:
An external recruitment was conducted. Seventeen applications were received and reviewed. Five candidates were invited to interview. The finalists were interviewed by Dr. Johnson Bia, Desert Vista Campus President.

Rhodes, Dennis | Media Designer
---|---
Salary: $41,642 | District Office
Effective: 7/18/11 | Selected to fill a vacant position
Education: Coursework, Pima Community College, University of Arizona
Experience: Mr. Rhodes has twenty-one years experience as a graphic designer for Mars Design Lab, Hotel Congress, BPI/Panel Concepts, Inc, Colorbok, McFadden/Gavender Advertising, Gordley Design Group, Inc and Flammable Design in Tucson and Dominican Hospital/Catholic Healthcare West in Santa Cruz, California.
Recruitment Overview:
An external recruitment was conducted. One hundred and thirty-seven applications were received and reviewed. Nine candidates were invited to interview. The finalists were interviewed by Rachelle Howell, Assistant Vice Chancellor, Marketing.

Wheeler, Crystal | Support Specialist
---|---
Hourly Rate: $16.25 | Desert Vista Campus
Effective: 7/18/11 | Selected to fill a vacant position
Education: Coursework, Pima Community College
Experience: Ms. Wheeler has over fourteen years experience in progressive positions from secretary to principal secretary for Marana Unified School District. She also has two years experience as a program manager for special education for the Eaton Intermediate School District in Charlotte, Michigan and one year experience as an administrative secretary for the Town of Marana.
Recruitment Overview:
An external recruitment was conducted. Eighty applications were received and reviewed. Nine applicants were invited to interview. The finalist was interviewed by Dr. Johnson Bia, Desert Vista Campus President.
Approvals

Contact Person  
Janet May

Chancellor  
Dr. Roy Flores
ACTION ITEM

Date: 7/14/11

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. 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.

Anspach, Nicky K.
Discipline(s): Respiratory Therapy (Occupational/ Workforce)
Salary: $710 per load hour
Education: Associate in Applied Science, Respiratory Therapy, Pima Community College, Tucson, Arizona
Experience: Ms. Anspach has been a respiratory therapist for Northern Cochise Community Hospital in Willcox, Arizona and St. Joseph’s Hospital in Tucson, Arizona, respectively, since 2004. She taught as a clinical respiratory therapy instructor for Pima Community College, Tucson, Arizona for one year.

Ashbaugh, Cynthia M.
Discipline(s): Nursing (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Business Administration, University of Arizona, Tucson, Arizona; Bachelor of Science, Nursing, University of Arizona, Tucson, Arizona; Master of Science, Nursing, University of Arizona, Tucson, Arizona

(Continued)
Experience: Ms. Ashbaugh currently works as a family practice nurse practitioner at Carondelet Medical Group, Tucson, Arizona. She has been working as a nurse for more than twelve years. She has no formal teaching experience.

Black, Candace J.
Discipline(s): Psychology (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Psychology, California State University, Long Beach, California; Master of Arts, Psychology, California State University, Long Beach, California
Experience: Ms. Black worked as a graduate assistant where she taught research methods laboratory sections at the University of Arizona for three semesters. She also created course’s curriculum, graded exams for lecture classes. Ms. Black taught a statistic course at California State University, Long Beach, California for two semesters.

Bowman, Jessica E.
Discipline(s): Respiratory Therapy (Occupational Limited Exemption)
Salary: $710 per load hour
Education: Associate in Applied Science, Respiratory Therapy, Pima Medical Institute, Tucson, Arizona
Experience: Ms. Bowman has worked as a respiratory therapist for four years El Dorado Hospital and Northwest Medical Center, Tucson, Arizona. She has no formal teaching experience.

Davis, Mary E.
Discipline(s): Childhood Development Associate (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science in Education, Special Education and Early Childhood Education, Northern Arizona University, Flagstaff, Arizona; Master of Education, Early Childhood Education, Northern Arizona University, Flagstaff, Arizona
Experience: Ms. Davis has been teaching at the elementary school level for more than three years. She is currently employed at Bloom Elementary School, Tucson, Arizona as a special education teacher.

Dreyfuss, Lauren S.
Discipline(s): Humanities (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, History, Northern Arizona University, Flagstaff, Arizona; Master of Arts, Classics, University of Arizona, Tucson, Arizona
Experience: Ms. Dreyfuss was a graduate teaching assistant for two years in the Department of Classics at the University of Arizona.

Eman, Cynthia L.
Discipline(s): Student Success (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Education, Minot State University, Minot, North Dakota; Master of Arts, Counseling, Chapman University, Orange, California

(Continued)
Experience: Ms. Eman has been a guidance counselor and teacher of life management skills, since 1999, at Magee Middle School for Tucson Unified School District in Tucson, Arizona.

Farmer, Joseph P.
Discipline(s): Emergency Medical Technology (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Biochemistry, Pima Medical Institute, Tucson, Arizona
Experience: Mr. Farmer is currently working for Pima Community College as an EMT teaching assistant. Previously, he was working as an undergraduate researcher for Arizona Cancer Center, Tucson, Arizona. Additionally, he was a swim coach and life guard for Ventana Canyon Country Club, Tucson, Arizona.

Grunow, Nathan D.
Discipline(s): Mathematics (Developmental)
Salary: $710 per load hour
Education: Bachelor of Science, Mathematics, University of Arizona, Tucson, Arizona
Experience: Mr. Grunow most recently worked as a lab assistant at Nuvogen Research, Tucson, Arizona. He plans to start his graduate program in Education with a focus in mathematics. He has no formal teaching experience.

Harman, Jefferson H.
Discipline(s): Engineering (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Electrical Engineering, Georgia Institute of Technology, Atlanta, Georgia; Master of Science, Engineering, University of California, Los Angeles, California
Experience: Mr. Harman has more than 40 years of experience working as an analog engineer. His most recent experience was the designing of high power hybrid microcircuits. He has no formal teaching experience.

Hundtoft, Brooke E.
Discipline(s): Humanities (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Anthropology, California State University, Long Beach, California; Master of Arts, Classics, University of Arizona, Tucson, Arizona
Experience: Ms. Hundtoft worked as a graduate teaching assistant in the Department of Classics at the University of Arizona for two years. Her specialization is Classical Archaeology.

Jacobs, Thomas S.
Discipline(s): Building and Construction Technology (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Architecture, University of Arizona, Tucson, Arizona
Experience: Mr. Jacobs is currently working for Tucson Unified School District as a teacher of building and construction technology at Santa Rita High School. He has thirty years of experience in the building and construction field.

(Continued)
Kubota, Nolan K.
Discipline(s): Dance (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Dance, University of California, Irvine, California; Master of Fine Arts, Dance, University of Arizona, Tucson, Arizona
Experience: Mr. Kubota worked as a graduate teaching assistant where he taught ballet, modern and theater dance, and tap from 2009 to 2011. He also taught and supervised a 200 seat lecture course. Previously, Mr. Kubota performed soloist and corps de ballet roles on tour with Les Ballets Trockadero de Monte Carlo, New York City, New York.

Lewis, Kimberly
Discipline(s): Early Childhood Education (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, General Studies, Indiana University, Bloomington, Indiana; Master of Education, Early Childhood Education, Antioch University New England, Keene, New Hampshire
Experience: Ms. Lewis has been a kindergarten teacher for three years at Tucson Waldorf School, Tucson, Arizona.

Modica, Robert I.
Discipline(s): History (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Anthropology, University of Arizona, Tucson, Arizona; Master of Arts, Oriental Studies, University of Arizona, Tucson, Arizona; Master of Arts, History, University of Arizona, Tucson, Arizona
Experience: Mr. Modica recently retired from Pima Community College, Tucson, Arizona where he was full time faculty for 19 years.

Nassar, Jamila
Discipline(s): Student Access (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Environmental Studies, Northern Arizona University, Flagstaff, Arizona; Master of Education, Counseling-School Counseling, Northern Arizona University, Flagstaff, Arizona
Experience: Ms. Nassar has been a school counselor for four years at Sunnyside High School, Tucson, Arizona. She was a career counselor at Santa Rita High School for one year and taught English as a Second Language to high school students in Nagasaki, Japan for three years.

Riley, Sheryl L., J.D.
Discipline(s): Education (Academic), Writing (Developmental)
Salary: $710 per load hour
Education: Bachelor of Science, English, University of Minnesota, Minneapolis, Minnesota; Master of Arts, Curriculum and Instruction, St. Paul, Minnesota; Juris Doctor, William Mitchell College of Law, St. Paul, Minnesota
Experience: Ms. Riley has been teaching high school for more than 20 years. She spent twelve years teaching English for the St. Paul Public School System in Minnesota.

(Continued)
Sayers, Breanna E.
Discipline(s): Respiratory Therapy (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Respiratory Care, University of Kansas, Lawrence, Kansas
Experience: Ms. Sayers has worked as a respiratory therapist for Northwest Medical Center in Tucson for two years and Truman Medical Center in Kansas City, Missouri for more than one year. She has no formal teaching experience.

Watson, Courtney B.
Discipline(s): Dental Hygiene (Occupational/Workforce)
Salary: $710 per load hour
Education: Associate of Science, Dental Hygiene, Pima Community College, Tucson, Arizona; Bachelor of Science, Dental Hygiene, Northern Arizona University, Flagstaff, Arizona; Master of Administration, Northern Arizona University, Flagstaff, Arizona
Experience: Ms. Watson has been a dental hygienist since 1999. Her duties involve dental cleaning, administering local anesthesia, and periodontal maintenance. She has no formal teaching experience.

Wehbi, William A.
Discipline(s): Chemistry (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Biochemistry, University of Arizona, Tucson, Arizona; Doctor of Philosophy, Chemistry, California Institute of Technology, Pasadena, California
Experience: Dr. Wehbi has taught undergraduate chemistry and biochemistry in Philadelphia, Pennsylvania since 2006.

Wilson, Diana K.
Discipline(s): Student Success (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Communication, University of Arizona, Tucson, Arizona; Master of Arts, Education, University of Iowa, Iowa City, Iowa; 18 graduate units in counseling and student development
Experience: Ms. Wilson currently works for Pima Community College as a program coordinator for the first things first early childhood professional development grant. She has eight years of experience teaching student success courses.

Approvals

Contact Person
Janet L. May

Chancellor
Dr. Roy Flores
**Recommendation:**

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

**Justification:**

Temporary employees, by practice and policy, are defined as employees who are assigned to work full-time, part-time or on an intermittent, as-needed basis for a specific period of time. With Board approval, these names will be added to the approved list of individuals to provide a pool of temporary employees for current and future temporary assignments, subject to continued satisfactory job performance and the needs of the College.

On a monthly basis, when new temporary employees, including new non-credit instructors, are hired, their names will be brought forward to the Board for approval prior to beginning employment with all other new appointments. The following summaries contain individual background information and show the initial campus and temporary position for which the individual is recommended. Temporary employees may also be employed in other positions in the future as the needs of the College change.

**Aylestock, Rachel**  
**Office Aide**  
**NW**  
Hourly Rate: $8.00  
Education: Coursework, Pima Community College  
Experience: Ms. Aylestock has four years experience as a Federal Work Study student aide and ambassador in the Student Services Center at the Northwest Campus.

**Chap, Elia**  
**Substitute Instructor**  
**CC**  
Hourly Rate: $20.02  
Education: Bachelor of Science, Communications, University of Arizona  
Experience: Ms. Chap has over ten years experience as an elementary and high school English instructor at schools in Tucson Unified, Sierra Vista and Elgin School Districts. She has English and Structured English Immersion certifications from the State of Arizona.
Cho, Ihnbae  
**Instructional Aide** WC

Hourly Rate: $7.35  
Education: Coursework, Pima Community College  
Experience: Mr. Cho has five months experience as a volunteer laboratory worker. She has been working fifteen hours per week in the Biology Laboratory at West Campus.

Cortez, Monica  
**Substitute Instructor** CC

Hourly Rate: $20.02  
Education: Bachelor of Arts, Education, University of Arizona  
Experience: Ms. Cortez has thirteen years experience as an elementary and middle school reading, writing, bilingual, and Structured English Immersion teacher at schools in the Douglas and Sunnyside School Districts. She has Adult Education, Standard Elementary Education, Spanish Bilingual, and Structured English Immersion certifications from the State of Arizona.

Dai, Kael  
**Tutor I** EC

Hourly Rate: $7.35  
Education: Coursework, Pima Community College and University of Arizona  
Experience: Mr. Dai has over six years experience as a software engineer and programmer for the University of Arizona library and i2 Inc. in Tucson. He was interviewed and recommended by Dr. Lonnie Burke, Instructional Faculty, Life and Physical Sciences.

Dunnavant, Douglas  
**Non-Credit Instructor** CC

Hourly Rate: $20.00  
Education: Bachelor of Fine Arts, Theater Education, University of Arizona  
Experience: Mr. Dunnavant has over eight years experience as the drama teacher at Southgate Academy in Tucson.

Edwards, Carla  
**Office Aide** DC

Hourly Rate: $7.35  
Education: Coursework, Pima Community College  
Experience: Ms. Edwards has ten months experience as a Federal Work Study student aide supporting the Computer Science, Health Information Technology, and Software Proficiency Center at Downtown Campus.

Fernandez, Micolina  
**Office Aide** DC

Hourly Rate: $7.35  
Education: Coursework, Pima Community College  
Experience: Ms. Fernandez has one year experience as a student ambassador in the Student Services Center at Downtown Campus.

Garcia, Maria  
**Office Aide** DC

Hourly Rate: $7.35  
Education: Coursework, Pima Community College
Experience: Ms. Garcia has five years experience as a Federal Work Study student aide in the Physical Plant department at Downtown Campus.

Hass, Evan
Laboratory Assistant
Hourly Rate: $12.39
Education: Coursework, Pima Community College
Experience: Mr. Haas is currently a volunteer tutor for the Emergency Medical Technician 100 class at East Campus. He holds certification in Emergency Medical Technician-Basic (state and national) and Cardio Pulmonary Resuscitation (health care provider) and was interviewed and referred by Wright Randolph, Emergency Medical Technician faculty.

Helland, Amy
Tutor II
Hourly Rate: $9.50
Education: Coursework, Pima Community College
Experience: Ms. Helland is currently a volunteer tutor for the Emergency Medical Technician department. She holds certification in Emergency Medical Technician-Basic (state and national) and Cardio Pulmonary Resuscitation (health care provider) and was interviewed and recommended by Laura Leo, Faculty, Emergency Medical Technician.

Holmes, Jonathan
Office Aide
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Mr. Holmes has one year experience as a Federal Work Study student ambassador in the Student Services Center at Northwest Campus.

McCraw, John
Tutor I
Hourly Rate: $7.35
Education: Bachelor of Arts, Sociology and Anthropology, Master of Arts, English Literature, Master of Library Science, University of Arizona
Experience: Mr. McCraw has five years experience as a librarian at University American School in Kuwait, Casablanca American School in Morocco, and Berlin Brandenburg International School in Germany. He also has eight years experience as an English and Theory of Knowledge teacher at Berlin Brandenburg International School in Germany, Universal American School in Kuwait, and Nogales High School in Nogales, Arizona. He was interviewed and recommended by Meg Files, Writing and Journalism Department Chair and Faculty, West Campus.

Maher, Laura
Tutor I
Hourly Rate: $7.35
Education: Bachelor of Arts, English and Creative Writing, University of Arizona; Master of Arts, English, University of Texas at Austin, Austin, Texas
Experience: Ms. Maher has one year experience as an adjunct faculty for writing at Pima Community College. She also has eighteen months experience as a teaching assistant for the Department of English at the University of Texas at Austin. She
was interviewed and recommended by Meg Files, Writing and Journalism Department Chair and Faculty, West Campus.

Martinez, Deedrick

Substitute Instructor

Hourly Rate: $20.02

Pima College Adult Education-English Language, Basic Adult Education and GED Preparation for Adults

Education: Bachelor of Arts, Secondary Education, Master of Arts, Education, University of Arizona

Experience: Mr. Martinez has four years experience teaching English as a Second Language, Spanish, Reading Skills, and Raza Studies at Alta Vista High School in Tucson. He has Spanish and English as a Second Language Secondary certificates from the State of Arizona.

Medrano, Efren

Substitute Instructor

Hourly Rate: $20.02

Pima College Adult Education-English Language, Basic Adult Education and GED Preparation for Adults

Education: Associate of Arts, Education, New Mexico State University, Las Cruces, New Mexico; Bachelor of Arts, Special Education Science, Master of Arts, Special Education and Learning Disabilities, Master of Arts, Educational Administration, University of New Mexico, Albuquerque, New Mexico

Experience: Mr. Medrano has four years experience as a special education teacher at the Laguna Pueblo in New Mexico and four years experience as the director of special education for programs on Indian Reservations in New Mexico.

Padilla, Pedro

Tutor I

Hourly Rate: $7.35

Mathematics

Education: Coursework, Pima Community College

Experience: Mr. Padilla was interviewed and recommended as a tutor by Susan Jensen, Instructional Faculty, Math Engineering, East Campus.

Pagan, Maria

Substitute Instructor

Hourly Rate: $20.02

Pima College Adult Education-English Language, Basic Adult Education and GED Preparation for Adults

Education: Bachelor of Science, Psychology, University of Puerto Rico, Rio Piedras, Puerto Rico

Experience: Ms. Pagan has four years experience as a Spanish I and II university professor at both the University of Alabama in Huntsville, Alabama and Athens State University in Athens, Alabama. She also has eighteen years experience as a homeroom teacher for elementary, middle, and high school at both Covenant Christian Academy in Huntsville, Alabama and Holy Family Academy in Tucson.

Rodenbeck, Angelina

Non-Credit Instructor

Hourly Rate: $20.00

Pima for Kids

Education: Associate of Fine Arts, Theater, Pima Community College; Bachelor of Science, Management Information Systems, Universidad del Valle de Mexico, Mexico City, Mexico; Bachelor of Fine Arts, Theater, Universidad Nacional Autonoma

(Continued)
Temporary Appointments

Date: 7/14/11
Page 5

de Mexico, Mexico City, Mexico; Master of Arts, Theater Arts, University of Arizona.

Experience: Ms. Rodenbeck has two years experience as a computer instructor for Pima County and three years experience as an actor, stagehand, and theater instructor for Borderlands Theater in Tucson.

Rosser, David
Tutor I NW
Hourly Rate: $7.50 Mathematics
Education: Coursework, University of Arizona
Experience: Mr. Rosser has experience privately tutoring classmates. He was interviewed and recommended by Jana Kooi, former President, Northwest Campus.

Sabaa, Reem
Office Aide DC
Hourly Rate: $7.35 Student Services Center
Education: Coursework, Pima Community College
Experience: Mr. Sabaa has one year experience as a Federal Work Study student aide in the Student Services Center at Downtown Campus.

Smith, Brian
Tutor I EC
Hourly Rate: $7.35 Mathematics, Physics and Chemistry
Education: Bachelor of Arts, Psychology, University of Arizona
Experience: Mr. Smith was interviewed and recommended by Dr. Lonnie Burke, Instructional Faculty, Life and Physical Sciences, East Campus.

Subia, Edward
Tutor I EC
Hourly Rate: $7.35 Math and Organic Chemistry
Education: Coursework, Pima Community College
Experience: Mr. Subia was interviewed and recommended by Dr. Lonnie Burke, Instructional Faculty, Life and Physical Sciences, East Campus.

Turner, Debbie
Student Services Specialist CC
Hourly Rate: $17.22 Adult Education GED Testing
Education: Bachelor of Science, Recreation, West Virginia University, Morgantown, West Virginia; Master of Arts, Special Education, Marshall University, Huntington, West Virginia
Experience: Ms. Turner has twelve years experience as a special education and diagnostic teacher with school districts in West Virginia and Arizona. She also has two months experience as a test administrator for the United States Office of Personnel Management at the Marana Duty Station in Marana.

Van Guse, Gabriel
Head Men’s Basketball Coach WC
Hourly Rate: $10,000 for season
Education: Bachelor of Arts, Philosophy, University of Washington, Tacoma, Washington
Experience: Mr. Van Guse has four years experience as the head men’s basketball coach at Joseph City High School in Joseph City, Arizona and Prescott High School in Prescott, Arizona. He also has two years experience as the assistant men’s basketball coach at Yavapai College and four summer’s experience as an

(Continued)
assistant basketball coach at the Arizona Sports Camp in Prescott, Arizona.

<table>
<thead>
<tr>
<th>Wong, Alicia</th>
<th>substitute instructor</th>
<th>CC</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Pima College Adult Education-English Language,</td>
<td></td>
</tr>
<tr>
<td>Hourly Rate:</td>
<td>$20.02</td>
<td></td>
</tr>
<tr>
<td>Education:</td>
<td>Bachelor of Arts, Anthropology, University of Arizona</td>
<td></td>
</tr>
<tr>
<td>Experience:</td>
<td>Ms. Wong has three years experience teaching English as a Second Language at the Nosotros Academy in Tucson.</td>
<td></td>
</tr>
</tbody>
</table>
2012-2013 Academic Calendar

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

Recommendation:

The Chancellor recommends that the Board of Governors accept the proposed 2012-2013 Academic Calendar. The calendar may be subject to revision if necessary.

Justification:

Beginning with the 1999 – 2001 academic years, the College has published a two year academic calendar. It has been carefully constructed to maintain an equitable number of days of instruction among the various terms at the College. The calendar also includes add/drop, withdrawal and refund dates, as well as identification of the 45th day for the spring and fall terms of each year. It was recommended during the 2005-2006 academic year that the College publish a two year rolling calendar by adding a new academic year to the existing calendar each year. The 2012-2013 calendar has been reviewed by the Pima Community College Faculty Senate, PCCEA and approved by the Academic Calendar Standing Committee and Chancellor’s Cabinet.

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

College Plan Initiative:

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

Financial Considerations:

None.

Approvals

Dr. Suzanne Miles

Dr. Roy Flores
### Fall 2012

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inst. Faculty Accountability Days Begin</td>
<td>Wed. Aug. 15</td>
</tr>
<tr>
<td>ALL COLLEGE DAY (College Closed)</td>
<td>Fri. Aug. 17 (closed until 1:00pm)</td>
</tr>
<tr>
<td>Holidays and Breaks</td>
<td></td>
</tr>
<tr>
<td>Labor Day Holiday (College Closed)</td>
<td>Mon. Sep. 3</td>
</tr>
<tr>
<td>Veterans Day Holiday (College Closed)</td>
<td>Mon. Nov. 12</td>
</tr>
<tr>
<td>Thanksgiving Holiday (College Closed)</td>
<td>Thu. Nov. 22 - Sun. Nov. 25</td>
</tr>
<tr>
<td>College Offices Closed</td>
<td>Mon. Dec. 24 (closed at noon) - Tue. Jan. 1</td>
</tr>
</tbody>
</table>

**Early Registration Payment Deadline**: Fri. Aug. 10

**16 Week Traditional Semester**

- Classes Begin: Wed. Aug. 22
- Add Period: Wed. Aug. 22 - Tue. Aug. 28
- Drop/Refund/Audit Deadline: Tue. Sep. 4
- Student Withdrawal Deadline: Wed. Nov. 7
- Final Exam Week: Mon. Dec. 10 - Sun. Dec. 16
- End of Traditional Semester: Sun. Dec. 16
- Final Grades Due: Thu. Dec. 20

**1st 8 Week Session**

- 1st 8 Week Session Begins: Wed. Aug. 22
- Add/Drop/Refund/Audit Deadline: Tue. Aug. 28
- Student Withdrawal Deadline: Fri. Sep. 28
- 1st 8 Week Session Ends: Wed. Oct. 17
- 1st 8 Week Final Grades Due: Tue. Oct. 23

**2nd 8 Week Session**

- 2nd 8 Week Session Begins: Thu. Oct. 18
- Student Withdrawal Deadline: Mon. Nov. 26
- 2nd 8 Week Session Ends: Sun. Dec. 16
- 2nd 8 Week Final Grades Due: Thu. Dec. 20

**1st 5 Week Session**

- 1st 5 Week Session Begins: Wed. Aug. 22
- Add Deadline: Thu. Aug. 23
- Drop/Refund/Audit Deadline: Mon. Aug. 27
- Student Withdrawal Deadline: Fri. Sep. 14
- 1st 5 Week Session Ends: Wed. Sep. 26
- 1st 5 Week Final Grades Due: Tue. Oct. 2

**2nd 5 Week Session**

- 2nd 5 Week Session Begins: Thu. Sep. 27
- Add Deadline: Fri. Sep. 28
- Drop/Refund/Audit Deadline: Mon. Oct. 1
- Student Withdrawal Deadline: Fri. Oct. 19
- 2nd 5 Week Session Ends: Wed. Oct. 31
- 2nd 5 Week Final Grades Due: Tue. Nov. 6

**3rd 5 Week Session**

- 3rd 5 Week Session Begins: Thu. Nov. 1
- Add Deadline: Fri. Nov. 2
- Drop/Refund/Audit Deadline: Mon. Nov. 5
- Student Withdrawal Deadline: Tue. Nov. 27
- 3rd 5 Week Session Ends: Mon. Dec. 10
- 3rd 5 Week Final Grades Due: Thu. Dec. 20

**14 Week 'Late Start' Term**

- 14 Week 'Late Start' Session Begins: Thu. Sep. 6
- Student Withdrawal Deadline: Tue. Nov. 13
- 14 Week 'Late Start' Session Ends: Sun. Dec. 16
- 14 Week 'Late Start' Final Grades Due: Thu. Dec. 20

**45th Day Census**: Fri. Oct. 5

**Fall Graduation Application Deadline**: Fri. Oct. 12

**Spring Registration Begins**: Mon. Nov. 12

**Spring Financial Aid Priority Deadline**: Thu. Nov. 15

**Faculty Accountability Days End**: Fri. Dec. 14

### Winter Intersession 2012-2013

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classes Begin</td>
<td>Mon. Dec. 17</td>
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<tr>
<td>Add Deadline</td>
<td>Mon. Dec. 17</td>
</tr>
<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Tue. Dec. 18</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Wed. Jan. 2</td>
</tr>
<tr>
<td>No Classes</td>
<td>Tue. Dec. 25</td>
</tr>
<tr>
<td>Classes End</td>
<td>Tue. Jan. 1</td>
</tr>
<tr>
<td>Final Grades Due</td>
<td>Fri. Jan. 4</td>
</tr>
</tbody>
</table>

Refer students to "MyPima" MySchedule channel for specific course drop/refund/withdrawal deadlines
### 2012-2013 Academic Calendar as of May 6, 2011

#### Spring 2013

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inst. Faculty Accountability Days Begin</td>
<td>Mon. Jan. 7</td>
</tr>
<tr>
<td>College Offices Re-open</td>
<td>Wed. Jan. 2</td>
</tr>
<tr>
<td>All Faculty Day</td>
<td>Wed. Jan. 9</td>
</tr>
<tr>
<td>Holidays and Breaks</td>
<td></td>
</tr>
<tr>
<td>MLK, Jr. Holiday (College Closed)</td>
<td>Mon. Jan. 21</td>
</tr>
<tr>
<td>Rodeo Holiday (College Closed)</td>
<td>Thu. Feb. 21 - Fri. Feb. 22</td>
</tr>
<tr>
<td>Spring Break (No classes)</td>
<td>Mon. Mar. 11 - Sun. Mar. 17</td>
</tr>
<tr>
<td>(College offices open Mon - Fri 8:00am - 5:00pm)</td>
<td></td>
</tr>
<tr>
<td>Early Registration Payment Deadline</td>
<td>Fri. Jan. 4</td>
</tr>
<tr>
<td>16 Week Traditional Semester</td>
<td></td>
</tr>
<tr>
<td>Classes Begin</td>
<td>Mon. Jan. 14</td>
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<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Mon. Jan. 28</td>
</tr>
<tr>
<td>Student Withdrawal Deadline</td>
<td>Thu. Apr. 4</td>
</tr>
<tr>
<td>Final Exam Week</td>
<td>Wed. May 8 - Tue. May 14</td>
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<tr>
<td>End of Traditional Semester</td>
<td>Tue. May 14</td>
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<tr>
<td>1st 8 Week Session</td>
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<tr>
<td>1st 8 Week Session Begins</td>
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<tr>
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<td>Mon. Mar. 25</td>
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<tr>
<td>Student Withdrawal Deadline</td>
<td>Thu. Apr. 25</td>
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<td>2nd 8 Week Session Ends</td>
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<tr>
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<tr>
<td>1st 5 Week Session Ends</td>
<td>Mon. Feb. 18</td>
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<td>Tue. Feb. 26</td>
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<tr>
<td>2nd 5 Week Session</td>
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<tr>
<td>2nd 5 Week Session Begins</td>
<td>Mon. Feb. 25</td>
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<tr>
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<td>Tue. Feb. 26</td>
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<tr>
<td>Drop/Refund/Audit Deadline</td>
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<tr>
<td>Student Withdrawal Deadline</td>
<td>Mon. Mar. 25</td>
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<tr>
<td>2nd 5 Week Session Ends</td>
<td>Sun. Apr. 7</td>
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<tr>
<td>2nd 5 Week Final Grades Due</td>
<td>Thu. Apr. 11</td>
</tr>
<tr>
<td>3rd 5 Week Session</td>
<td></td>
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<tr>
<td>3rd 5 Week Session Begins</td>
<td>Mon. Apr. 8</td>
</tr>
<tr>
<td>Add Deadline</td>
<td>Tue. Apr. 9</td>
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<tr>
<td>Drop/Refund/Audit Deadline</td>
<td>Thu. Apr. 11</td>
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<tr>
<td>Student Withdrawal Deadline</td>
<td>Tue. Apr. 30</td>
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<tr>
<td>3rd 5 Week Session Ends</td>
<td>Sun. May 12</td>
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<tr>
<td>3rd 5 Week Final Grades Due</td>
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<td>45th Day Census</td>
<td>Wed. Feb. 27</td>
</tr>
<tr>
<td>Spring Graduation Application Deadline</td>
<td>Wed. Feb. 20</td>
</tr>
<tr>
<td>Summer Registration Begins</td>
<td>Mon. Mar. 11</td>
</tr>
<tr>
<td>Fall Registration Begins</td>
<td>Mon. Apr. 1</td>
</tr>
<tr>
<td>Fall Financial Aid Priority Deadline</td>
<td>Mon. Jul. 1</td>
</tr>
<tr>
<td>Graduation</td>
<td>Thu. May 16 *</td>
</tr>
<tr>
<td>Faculty Accountability Days End</td>
<td>Tue. May 14 *</td>
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</table>

*Note: Graduation is a Faculty Day of Accountability

Refer students to "MyPima" MySchedule channel for specific course drop/refund/withdrawal deadlines
<table>
<thead>
<tr>
<th>Session</th>
<th>Start Date</th>
<th>End Date</th>
<th>Approval Date</th>
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<tr>
<td>A</td>
<td>Tue. May 28</td>
<td>Mon. Jul 1</td>
<td>4/21/2011</td>
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<tr>
<td>C</td>
<td>Tue. May 28</td>
<td>Tue. Jul 23</td>
<td>5/6/2011</td>
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Refer students to "MyPima" MySchedule channel for specific course drop/refund/withdrawal deadlines.
Pima County Community College District
Board of Governors
4905C East Broadway/Tucson, Arizona 85709-1010

ACTION ITEM

Date: 7/14/11

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
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<tbody>
<tr>
<td>Grant Proposal: United States Department of Education, Educational Opportunity Centers (EOC) Program, Transition Program</td>
<td>Dr. Suzanne Miles, Provost and President of Community Campus (206-6577)</td>
</tr>
</tbody>
</table>

Recommendation:

The Chancellor recommends that the Board of Governors approve the Educational Opportunity Centers (EOC) Transition Program grant proposal, and, if funded, acceptance of the grant award from the United States Department of Education. The EOC Transition Program will identify and meet the needs of 1,000 first-generation, low-income and military connected individuals identified through the PCC Community Campus Adult Education Program and its community partners. The performance period will be September 1, 2011 through August 31, 2016.

Justification:

Pima Community College, Community Campus proposes the Educational Opportunity Centers Transition Program (Transition Program) to identify and meet the needs of 1,000 first-generation, low-income and military connected individuals identified through the PCC Community Campus Adult Education Program and its community partners. The Program will address the four prescribed EOC participant objectives including: 1) completion of GED diploma; 2) application for post-secondary education financial aid; 3) application for postsecondary education; 4) and enrollment in postsecondary education.

The Transition Program services will include: 1) development of Individual Success Plans (ISP); 2) referral to existing GED preparatory classes, including monitoring and supportive services; 3) individualized personal, career and academic advising including supportive services; 4) workshops covering college admissions, financial aid, financial and economic literacy, time management, college readiness, course selection, career options; 5) individualized assistance with financial aid and postsecondary application and enrollment including college orientations; 6) college entrance examination support; and 7) referral for community supports on and off campus.

College Plan Initiative:

This proposed program supports the 2011-2013 College Plan, Initiative 1, Strategy 1.4 which states, “Identify external resources that accelerate student success”, and 1.4.2 which states, “Provide a smooth transition between PCC Adult Education and credit courses”.

(Continued)
Financial Considerations:

The total grant amount being requested is $1,500,000 for the entire five-year project. Each year’s award would amount to approximately $300,000. The table below illustrates the expense items to be supported by this grant on a year-to-year basis.

<table>
<thead>
<tr>
<th>Line Item - First Year Budget</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td></td>
</tr>
<tr>
<td>1. Program Director @ 1.0 FTE</td>
<td>$52,085.00</td>
</tr>
<tr>
<td>2. Transition Advisors (2 @ 1.0 FTE)</td>
<td>$83,284.00</td>
</tr>
<tr>
<td><strong>Sub-Total Personnel</strong></td>
<td><strong>$135,369.00</strong></td>
</tr>
<tr>
<td>Fringe - based on estimated percentages</td>
<td></td>
</tr>
<tr>
<td>FICA; Worker’s Compensation; Federal Unemployment; Insurance (Health, Dental, Vision, LTD/STD, Life/AD&amp;D); and Retirement</td>
<td></td>
</tr>
<tr>
<td>1. Program Director Fringe @ 39%</td>
<td>$20,313.15</td>
</tr>
<tr>
<td>2. Transition Advisors (2 @ 1.0 FTE) at 39%</td>
<td>$32,480.76</td>
</tr>
<tr>
<td><strong>Sub-Total Fringe</strong></td>
<td><strong>$52,793.91</strong></td>
</tr>
<tr>
<td>Travel</td>
<td></td>
</tr>
<tr>
<td>1. One National Conference for (1) Program Director: Conference Registration $229; Air/ground Transportation $500; Hotel Lodging $555 ($185 per day x 3 days); Per diem $216 ($54 per day x 4 days)</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>2. One Regional Conference for (1) Program Director: Conference Registration $138; Air/ground Transportation $400; Hotel Lodging $300 ($150 per day x 2 days); Per diem $162 ($54 per day x 3 days)</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>3. One State Conference for (1) Program Director and (2) Transition Advisors: Conference Registration $450 ($150 x 3 staff); Air/ground Transportation $450 ($150 x 3 staff); Hotel Lodging $600 ($100 per day x 2 days x 3 staff); Per diem $486 ($54 per day x 3 days x 3 staff)</td>
<td>$1,986.00</td>
</tr>
<tr>
<td>4. ED Technical Assistance Workshop for (1) Program Director and (2) Transition Advisors: Conference Registration $321 ($107 x 3 staff); Air/ground Transportation $1,050 ($350 x 3 staff); Hotel Lodging $1,395 ($155 per day x 3 days x 3 staff); Per diem $648 ($54 per day x 4 days x 3 staff)</td>
<td>$3,414.00</td>
</tr>
<tr>
<td>5. Professional Staff Travel To &amp; From Partner Sites: Mileage Reimbursement $0.445* @ 3506 (September 2011 – August 2012)</td>
<td>$1,560.00</td>
</tr>
<tr>
<td><strong>Sub-Total Travel</strong></td>
<td><strong>$9,460.00</strong></td>
</tr>
<tr>
<td>Supplies: Educational and Testing Supplies</td>
<td></td>
</tr>
<tr>
<td>1. GED on-line test preparation subscription</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>2. GED assessment and testing materials</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>3. Financial literacy curriculum materials</td>
<td>$500.00</td>
</tr>
<tr>
<td>4. Consumable office supplies</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>5. National Student Clearinghouse Database Subscription</td>
<td>$500.00</td>
</tr>
<tr>
<td>6. GED class and testing fees to third party on behalf of participant</td>
<td>$2,000.00</td>
</tr>
<tr>
<td><strong>Sub-Total Educational and Testing Supplies</strong></td>
<td><strong>$6,000.00</strong></td>
</tr>
</tbody>
</table>

(Continued)
Line Item – First Year Budget

<table>
<thead>
<tr>
<th>Technology and Office Supplies</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. (3) docking laptops with Microsoft Office software</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>2. Printer ink cartridges</td>
<td>$200.00</td>
</tr>
<tr>
<td>3. Program database and annual technical fee (Blumen)</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>4. General Office Supplies</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>5. Postage</td>
<td>$500.00</td>
</tr>
<tr>
<td>6. Printing/Duplicating</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>7. Telephone (long distance/cell phones)</td>
<td>$1,000.00</td>
</tr>
<tr>
<td><strong>Sub-total Technology and Office Supplies</strong></td>
<td><strong>$8,200.00</strong></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
<tr>
<td>Annual Rental of High Speed Copier</td>
<td>$1,100.00</td>
</tr>
<tr>
<td><strong>Sub-total Other</strong></td>
<td><strong>$1,100.00</strong></td>
</tr>
<tr>
<td><strong>Total Direct Costs</strong></td>
<td><strong>$212,922.91</strong></td>
</tr>
<tr>
<td>Indirect Costs at 8%</td>
<td>$17,033.83</td>
</tr>
<tr>
<td><strong>Total Project Request</strong></td>
<td><strong>$299,956.74</strong></td>
</tr>
</tbody>
</table>

No matching funds or institutionalization of the program are required as a condition of the grant.

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

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**Approvals**

Contact Person:  Dr. Suzanne Miles

Chancellor: Dr. Roy Flores
### ACTION ITEM

**Date:** 7/14/11  
**Item Number:** 15.6

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant Proposal: United States Department of Education</td>
<td>Dr. Suzanne Miles, Provost and President, Community</td>
</tr>
<tr>
<td>Arizona Department of Education, Carl D. Perkins IV - Basic Grant</td>
<td>Campus (206-6577)</td>
</tr>
</tbody>
</table>

**Recommendation:**

The Chancellor recommends that the Board of Governors approve the Carl D. Perkins IV - Basic Grant proposal and, if funded, acceptance of the award from the Arizona Department of Education. The Carl D. Perkins IV Career and Technical Education Act 2006 provided states with funding to support occupational career and technical education programs that align to an industry-recognized credential or certificate. The performance period will be July 1, 2011 through September 30, 2012.

**Justification:**

The Carl D. Perkins IV Career and Technical Education Act 2006 provided states with funding to support occupational career and technical education programs that align to an industry-recognized credential or certificate. Pursuant to the act, each of the states is allocated grant funding for both secondary and post-secondary occupational programs. In Arizona, the legislature funds community colleges with the federally mandated minimum allocation of 15% of the state’s total basic grant award.

Occupational and technical program improvements identified to be supported in the coming year at Pima Community College by the Carl D. Perkins IV – Basic Grant include professional development, capital and/or supply equipment purchases for the Fire Science, Emergency Medical Technician (both basic and paramedic), Clinical Research Trial Coordinator, and the Aviation program.

Additionally, Carl D. Perkins IV – Basic Grant funding will provide funding for support services and professional development which is intended to ensure occupational students’ success at the College: State Accountability Grant required data reporting, internship and career services support, dual and high school to postsecondary career pathway support.

**College Plan Initiative:**

This program supports the 2011-2013 College Plan, Initiative 4, Expand educational and workforce opportunities; Strategy 4.1, Improve our workforce through career readiness; 4.1.2, Develop, expand and implement options designed to prepare students with career-focused skills; 4.1.5, Meet with business and industry to better understand future job needs; 4.1.7, Expand staff and faculty professional development and training for facilitating career readiness; 4.6.8, Help
establish and support community goals and outcomes through partnerships and associations consistent with the College’s goals and mission; and 4.6.9, Serve as a catalyst and resource for educational innovation through strategic partnerships.

**Financial Considerations:**

The total grant amount being requested is $454,283. The table below illustrates the expense items to be supported by this 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><strong>Aviation</strong></td>
<td></td>
</tr>
<tr>
<td>1. Lab Tech @ .5 FTE</td>
<td>$14,596.00</td>
</tr>
<tr>
<td><strong>Clinical Research Trial Coordinator</strong></td>
<td></td>
</tr>
<tr>
<td>1. Program Manager @ .5 FTE</td>
<td>$28,690.00</td>
</tr>
<tr>
<td>2. Adjunct Faculty (math instruction)</td>
<td>$1,050.00</td>
</tr>
<tr>
<td><strong>Fire Safety</strong></td>
<td></td>
</tr>
<tr>
<td>1. Curriculum Development (position TBA)</td>
<td>$2,880.00</td>
</tr>
<tr>
<td>2. Pre-academy course development (position TBA)</td>
<td>$1,200.00</td>
</tr>
<tr>
<td><strong>Emergency Medical Technician</strong></td>
<td></td>
</tr>
<tr>
<td>1. Faculty and/or administrator participation on quarterly planning meetings (position TBA)</td>
<td>$4,200.00</td>
</tr>
<tr>
<td>2. Workforce Trainer – update classroom materials and tests</td>
<td>$600.00</td>
</tr>
<tr>
<td><strong>District-wide</strong></td>
<td></td>
</tr>
<tr>
<td>1. Program Coordinator at 1.0 FTE (dual enrollments and career pathways)</td>
<td>$40,040.00</td>
</tr>
<tr>
<td>2. Support Technician at .50 FTE 9 months (collect/record internship data district-wide)</td>
<td>$10,421.92</td>
</tr>
<tr>
<td>3. Program Coordinator at .50 FTE (develop/administer MyCareerLink, on-line web link)</td>
<td>$20,420.00</td>
</tr>
<tr>
<td><strong>Sub-Total Personnel</strong></td>
<td>$124,097.92</td>
</tr>
</tbody>
</table>

**Fringe – based on estimated percentages** FICA; Worker’s Compensation; Federal Unemployment; Insurance (Health, Dental, Vision, LTD/STD, Life/AD&D); and Retirement

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Aviation</strong></td>
<td></td>
</tr>
<tr>
<td>1. Lab Tech</td>
<td>$2,700.00</td>
</tr>
<tr>
<td><strong>Clinical Research Trial Coordinator</strong></td>
<td></td>
</tr>
<tr>
<td>1. Program Manager</td>
<td>$5,307.00</td>
</tr>
<tr>
<td>2. Adjunct Faculty (math instruction)</td>
<td>$94.00</td>
</tr>
<tr>
<td><strong>Fire Safety</strong></td>
<td></td>
</tr>
<tr>
<td>1. Curriculum Development (position TBA)</td>
<td>$533.00</td>
</tr>
<tr>
<td>2. Pre-academy course development (position TBA)</td>
<td>$222.00</td>
</tr>
<tr>
<td><strong>Emergency Medical Technician</strong></td>
<td></td>
</tr>
<tr>
<td>1. Planning Committee representation (Faculty and/or administrator)</td>
<td>$777.00</td>
</tr>
<tr>
<td>2. Workforce Trainer (update classroom materials/tests)</td>
<td>$111.00</td>
</tr>
</tbody>
</table>

(Continued)
### District-wide
1. Program Coordinator (dual enrollment/career pathways)  
   $7,407.00
2. Support Technician (internships)  
   $1,928.00
3. Program Coordinator (on-line web link)  
   $3,777.00

### Sub-Total Fringe $22,856.00

### Travel (Staff)

#### Aviation: Program Manager (local travel) $100.00

#### Clinical Trial Research Coordinator
1. Annual Conference for one faculty – SOCRA conference $2,400.00
2. Annual Conference for one faculty - ACRP conference $2,400.00

#### Fire Safety
1. 2 Fire Science Workforce Trainers/Lead staff attend Fire Department Instructors Conference – Indianapolis, Indiana $5,600.00
2. 1 Fire Science Workforce Trainer - Annual Fire and Emergency Services Higher Education National Professional Development conference $1,880.00

#### Emergency Medical Technician
1. Community Campus – 5 workforce trainers and 1 Program Manager attend Emergency Medical Technician World Expo – Las Vegas, Nevada $11,004.00
2. East Campus – 4 faculty/adjunct faculty and 2 lab assistants attend Emergency Medical Technician World Expo – Las Vegas, Nevada $11,004.00

### District-wide
1. Program Coordinator local travel (dual enrollment/career pathways) $1,000.00
2. Program Coordinator (web link) – local travel $150.00
3. 2 Conference attendance related to Occupational focus area – staff or administrator $7,867.00
4. PIR staff attendance at Perkins conference to expand knowledge of reporting guidelines $3,000.00

### Sub-Total Travel $46,405.00

### Supplies

#### Clinical Trial Research Coordinator: Medical/Office supplies for hands on learning; software $556.00

### Sub-Total Supplies $556.00

### Printing and Reproduction

#### Clinical Research Trial – student recruitment $100.00
#### Fire Safety – community outreach $2,500.00

### Sub-Total Printing and Reproduction $2,600.00

### Capital Outlay

#### Aviation: equipment for hands on training; hydraulic, pneumatic, electrical systems $80,217.00
#### Clinical Research Trial Coordinator: HP Notebooks; AccuVein training; ECG simulation equipment $33,249.00

(Continued)
Fire Safety:
1. equipment purchase (such as turnout pants) for hands-on learning $26,329.00
2. community outreach – Triptych Tabletop Display (40W x 60H felt) to use at job fairs, recruiting events, and community events $4,576.00
3. Pre-academy course training equipment $48,597.00

Emergency Medical Technician
1. Community Campus - Industry specific hands-on training equipment for strengthening and endurance $17,313.00
2. East Campus - Industry specific hands-on training equipment such as manikins and gurneys $24,917.00

Sub-total Capital Outlay $235,198.00

Professional Services/Consultant Fees
Aviation
1. Industry Specialist (2 training at 40 hours/training x $75/hour); non-destructive inspection techniques $6,000.00
2. Industry Specialist (1 training at 40 hours/training x $75/hour); borescope training $3,000.00

Clinical Research Trial Coordinator
1. 2 Association Membership fees Society of Clinical Research Associates (SOCRA) and Association Clinical Research Professionals $225.00
2. CPR/First Aid Trainer (1 training at $300) $300.00
3. 1 professional continuation education workshop in collaboration with SOCRA $1,612.00
4. Professional faculty development on classroom techniques $1,000.00

Sub-total Professional Services/Consultant Fees $12,137.00

Contractual - None

Total Direct Costs $443,849.92
Total In-Direct Costs $10,432.60
Total Funding Request $454,282.52

No matching funds or institutionalization of the program are required as a condition of the grant.

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. Suzanne Miles
Chancellor Dr. Roy Flores
Date: 7/14/11  

Item Title: Intergovernmental Agreement: Central Arizona College

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

Recommendation:

The Chancellor recommends that the Board of Governors approve the Intergovernmental Agreement with Central Arizona College to collaborate and coordinate the Professional Career Pathway Project which provides opportunities for Post-Secondary Education services for family child care and center-based child care providers. The term of the agreement will be from July 1, 2011 through June 30, 2016.

Justification:

Pima County Community College, Desert Vista Campus (COLLEGE) and Central Arizona College (AGENCY) agree to provide a partnership for the implementation of the Professional Career Pathway Project which is sponsored by the Arizona Department of Economic Security (DES) Child Care Administration.

Under the terms of the agreement Pima County Community College District shall be responsible for providing advising to new students and to assist with the application process. The College will develop course work pathways with each new student and update the course work pathway as needed. All student applications submitted through the electronic information system will be reviewed and outcome data will be provided at the end of each school year. The College will participate in meetings, provide credit course work to fulfill preparation requirements for the Child Development Associate (CDA) credential and encourage students to complete PELL grant application.

College Plan Initiative:

This program supports the 2008-2011 College Plan Initiative 1, Strategy 1.3, which states: Develop and enhance effective educational and business partnerships to increase learning opportunities for students and Initiative 4, Strategy 4.1 of which states: Expand College access and outreach.

Financial Considerations:

There are no additional funds associated with this action.
Approvals

Contact Person  Dr. Johnson Bia  6/27/11
Dr. Johnson Bia

Chancellor  Dr. Roy Flores

Date: 7/14/11
ACTION ITEM

Meeting Date: 7/14/11

Item Title
Contract: Learning Management System Replacement

Contact Person
Cindy Dooling, Acting Vice Chancellor for Information Technology (206-4809)

Recommendation:

The Chancellor recommends that the Board of Governors approve the purchase of a new Learning Management System (LMS), including system enhancements, from Desire2Learn for an initial year one cost not to exceed $488,000.

Justification:

The College has been using Blackboard Vista as its LMS since fall 2008. As Blackboard is terminating Release 8 support, the College must replace it with a new LMS. This spring, the College conducted an RFP process with faculty and instructional designers on the review committee. Following proposal reviews and onsite vendor demonstrations, the committee rated the Desire2Learn (D2L) product highest in all categories. In addition, D2L was the only vendor to successfully convert an existing Blackboard Vista course into their environment in the time allotted and with the highest quality. D2L features include: a robust toolset; excellent migration capability; comprehensive training; 508 compliance; advanced reporting; and integrates with our SunGardHE Student Information System. Following negotiations with D2L, the College is recommending a hosted system implementation, as well as disaster recovery, learning repositories, and enterprise storage system enhancements.

College Plan Initiatives:

2008-2011
Plan Initiative 1.0, Strategy 1.5, Action 1.5.2
Expand access to learning resources for faculty, adjunct faculty and students through multiple modalities.

Plan Initiative 6.0, Strategy 6.2, Action 6.2.3
Increase access to academic and business technologies, without limitations to Campus or Learning locations.

2011-2013
Plan Initiative 3.0, Strategy 3.1, Action 3.1.3
Develop a "Learning Objects Repository", a library of learning modules that can be used by faculty to teach topics that cross multiple disciplines.

(Continued)
Pilot instruction adapted for mobile devices.

Examine data on student success by instructional delivery method, demographics, program enrollment, and other factors.

Financial Considerations:

Year one costs include D2L products, training, and course migration. Yearly costs after year one will be $375,000.

Approvals

Contact Person  Cindy Dooling  6/3/11
Cindy Dooling

Chancellor  Dr. Roy Flores
Date: 7/14/11  Item Number: 15.9

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract: JobCorps GED Testing</td>
<td>Dr. Suzanne Miles, Provost and President, Community Campus (206-6577)</td>
</tr>
<tr>
<td>Pima Community College Adult Education, GED Testing</td>
<td></td>
</tr>
</tbody>
</table>

Recommendation:

The Chancellor recommends that the Board of Governors approve a second contract for Job Corps GED Testing for the period of July 1, 2011 through July 30, 2012 with an option to extend for two additional years.

Justification:

The PCCAE GED Testing has been providing special JobCorps GED Testing sessions at Community Campus since August 3, 2010. Job Corps students were previously being driven to testing centers in Phoenix prior to this contractual relationship with PCC GED Testing.

This contract with Job Corps will permit the continuation of the contract relationship that provides for special GED Testing outside the regular public GED Testing schedule. The contract relationship also allows Job Corps students to have their own dedicated testing and retesting sessions at a convenient location.

College Plan Initiative:

These grant and contract activities support the College Plan, 2008-2011: Initiative 1, Strategy 1.3 Develop and enhance effective educational and business partnerships increase learning opportunities for students; Initiative 4, Strategy 4.3 Expand and develop community connections.

The College will evaluate the risks associated with the proposed activities to determine they do not present undue liability. College staff will review the proposals and contracts are associated activities.

Financial Considerations:

The contract agreement listed below operates on a fee for service basis. A fee will be paid to the College for every "unit of service" provided under the terms of the contract. There is no commitment of College funds to this program outside the fee for service agreement.

**Estimated Revenues:**

GED Testing for JobCorp

<table>
<thead>
<tr>
<th>Not to Exceed</th>
</tr>
</thead>
<tbody>
<tr>
<td>$50,000</td>
</tr>
</tbody>
</table>

(Continued)
**Estimated Expenses**

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>GED Examiner</td>
<td>$17,000</td>
</tr>
<tr>
<td>GED Exam Tests/materials</td>
<td>$30,000</td>
</tr>
<tr>
<td><strong>Total Cost:</strong></td>
<td><strong>$47,000</strong></td>
</tr>
</tbody>
</table>

**Approvals**

Contact Person: Dr. Suzanne Miles

Chancellor: Dr. Roy Flores
ACTION ITEM

Meeting Date: 7/14/11

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board Resolution Supporting the Long-Term Strategic Vision and Plan of Arizona’s Community College</td>
<td>Chancellor’s Office (206-4747)</td>
</tr>
</tbody>
</table>

Recommendation:

The Chancellor recommends that the Board of Governors approve the attached resolution of support for the Long-Term Strategic Vision and Plan of Arizona’s Community Colleges.

Justification:

Arizona’s ten community college districts, through the work of the Arizona Community College Presidents’ Council, have completed a long-term strategic vision and plan for Arizona’s Community Colleges. Ultimately, the purpose of the vision and plan is to provide a framework for improving the economic strength of our State and the quality of life for all Arizonans by accomplishing the following three goals:

- Broad Access to Postsecondary Education and Training;
- Improved Student Retention;
- Greater Degree and Certificate Completion and Student Transfer.

Each of the three goals will be evaluated with metrics and baseline data and will help to measure overall productivity of the State’s community college system. All measures are tied closely to the Voluntary Framework of Accountability (VFA) established by the American Association of Community Colleges (AACC).

This work builds on the ongoing efforts to improve and coordinate secondary and postsecondary education and training in Arizona, and aligns closely with the current goals set out in the Arizona Board of Regents’ long-term strategic plan.

Each District Governing Board is being asked to consider adoption of this resolution of support. Adoption of the attached resolution will provide a formal commitment by our Governing Board members to these important goals.

College Plan Initiative:

This Resolution supports the College Plan 2011-2013: Initiative Five: Strategy 5.6, “Improve Decision Making (Mastering Data)”.

(Continued)
Financial Considerations:

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

Approvals

Chancellor

Dr. Roy Flores
RESOLUTION BY THE
GOVERNING BOARD OF PIMA COUNTY COMMUNITY COLLEGE
DISTRICT
IN SUPPORT OF
THE LONG-TERM STRATEGIC VISION AND PLAN OF THE ARIZONA
COMMUNITY COLLEGES

WHEREAS, the Pima County Community College District Governing Board (PCCCD) recognizes the need for a statewide, long-term strategic vision and plan for community colleges;

WHEREAS, PCCCD supports the three critical goals of Broad Access to Education and Training, Improved Retention, and Greater Completion and Transfer; and

WHEREAS, PCCCD recognizes the importance of common core metrics and key indicators of progress toward the three critical goals;

NOW THEREFORE BE IT RESOLVED, BY THE GOVERNING BOARD OF THE
PIMA COUNTY COMMUNITY COLLEGE DISTRICT:

Section 1: That PCCCD commits to integrating the long-term strategic vision and plan into its own strategic plan and planning process;

Section 2: That PCCCD commits to incorporating the long-term strategic vision, goals, and metrics into collaborative efforts with education, business, and community partners; and

Section 3: That PCCCD commits to collecting and sharing data on the core metrics and key indicators of progress on an ongoing basis.

Section 4: That this resolution is effective upon adoption by the Governing Board of the Pima County Community College District.

Pima County Community College District
Governing Board

Ms. Marty Cortez, Chair

Mr. Scott A. Stewart, Secretary
Dr. Brenda B. Even

Mr. David A. Longoria
Ms. Sherryn Marshall