NOTICE OF
REGULAR MEETING
OF
PIMA COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF GOVERNORS

Pursuant to A.R.S. § 15-1443 and A.R.S. § 38-431.03 notice is hereby given to the
general public that the Pima County Community College District Board of Governors will hold a
REGULAR MEETING on the 21st day of September, 2011, at 7:00 p.m. The meeting will be
held in the Community Board Room, District Office, 4905 E. Broadway, Tucson, Arizona
85709-1010. A Regular Meeting Agenda is attached.

Reasonable accommodations, including materials in an alternative format, will be made
for individuals with disabilities when a minimum of five working days advance notice is given.
Further information may be obtained by calling 206-4971, Teletypewriter (TTY) 206-4530.
Copies of the Board Packets are available in the Campus Libraries.

Dated this 16th day of September 2011.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

By:  Roy Flores

Distribution:

Buildings:  City
            County

Campuses:  Community
           Desert Vista
          Downtown
          East
          Maintenance and Security
          Northwest
          West
Regular Meeting

7:00 p.m.
District Office
Community Board Room
4905 E. Broadway
Tucson, AZ 85709-1010

General Matters/Reports

1. Call to Order
2. Pledge of Allegiance

Public Comment and Reports

The Pima Community College Board of Governors welcomes public comment on issues within the jurisdiction of the College. Comments should be limited to five minutes per individual. At the conclusion of public comment, the Board members may respond to the comments made by the public to the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that internal college processes are available to students and employees for communication.

3. Public Comment
4. Staff Representatives
   Rose Bolz
   Timothy Kelliher
5. Student Representatives
   Amber Bright
   Mari Guillen
6. Faculty Representatives
   Kimlisa Duchicela
   Patty Figueroa
7. Report — Chairperson of the Board
   • Authorization of Executive Session on October 19, 2011
8. Report — Secretary of the Board
General Matters (Continued)

9. Report — Chancellor

Information Items

11. Separations from Employment
12. Student Aide Hires

Action Items

13. Approval of Minutes
   Regular Meeting of August 10, 2011
14. Admission Standards
15. Consent Agenda
   15.1 New Appointments
   15.2 Adjunct Faculty Appointments
   15.3 Temporary Appointments
   15.5 Board Bylaw, Article VI: Meetings – Final Reading

Adjournment

Regular Meeting
October 19, 2011, 7:00 p.m.
District Office
Community Board Room
4905 E. Broadway
Tucson, AZ 85709-1010
## GENERAL MATTERS/REPORTS

**Meeting Date:** 9/21/11  
**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 (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 October 19, 2011  
8. Report—Secretary of the Board  
9. Report—Chancellor

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### Approval

Chancellor  
[Signature]  
Dr. Roy Flores
### GENERAL MATTERS/REPORTS

**Meeting Date:** 9/21/11  
**Item Number:** 10

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report – July 2011 Financial Statements</td>
<td>Dr. David Bea</td>
</tr>
<tr>
<td></td>
<td>Executive Vice Chancellor for Finance and Administration</td>
</tr>
<tr>
<td></td>
<td>(206-4519)</td>
</tr>
</tbody>
</table>

**Recommendation:**

Attached are the financial statements showing preliminary 2011/12 fiscal year results through July 2011. Time will be provided to discuss College fiscal matters.

**Justification:**

Pima Community College is beginning the year as expected, with positive net assets reported through the end of July. 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 $15.4 million. This is slightly higher than the net assets increase for July 2010.

In terms of operational performance, General Fund revenues and expenditures are in line with budget and our expectations. Personal services expenditures and commitments are 44.6 percent of budget, which is significantly lower than the previous year. Principally, this is due to the timing of when certain faculty contracts were encumbered for fiscal year 2012 versus the prior fiscal year. This timing issue also affects the adjusted budget variance in institutional support. This timing issue should normalize for the August financial report. Services and supplies expenditures and commitments are approximately 39.0 percent of the budget, which is slightly higher than the previous year.

*Statement of Net Assets*

As shown in *The Statement of Net Assets*, total net assets at the end of July were $233.6 million, which is an increase of $17.2 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.

---

**Approvals**

<table>
<thead>
<tr>
<th>Contact Person</th>
<th>Dr. David Bea</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chancellor</td>
<td>Dr. Roy Flores</td>
</tr>
</tbody>
</table>
## PIMA COUNTY COMMUNITY COLLEGE DISTRICT

### Statement of Net Assets

July 31, 2011

(Preliminary)

<table>
<thead>
<tr>
<th></th>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General</td>
<td>Auxiliary and Restricted</td>
</tr>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td>61,363,888</td>
<td>8,002,974</td>
</tr>
<tr>
<td>Receivables</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>3,465,128</td>
<td>655,206</td>
</tr>
<tr>
<td>Accounts (net of allowances)</td>
<td>21,615,664</td>
<td>2,521</td>
</tr>
<tr>
<td>Government Grants and Contracts</td>
<td>1,630,722</td>
<td>80,923</td>
</tr>
<tr>
<td>Student Loans (net of allowances)</td>
<td>7,188</td>
<td>1,416,781</td>
</tr>
<tr>
<td>Other</td>
<td>1,146,197</td>
<td>263,396</td>
</tr>
<tr>
<td>Inventories</td>
<td>241,856</td>
<td></td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>187,609</td>
<td></td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>88,020,342</td>
<td>9,897,092</td>
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<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Noncurrent Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted Cash and Cash Equivalents</td>
<td>2,241,853</td>
<td>2,241,853</td>
</tr>
<tr>
<td>Notes Receivable (net of allowances)</td>
<td>1,275,992</td>
<td>1,275,992</td>
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<tr>
<td>Other Long-term Investments</td>
<td>1,107,660</td>
<td>1,107,660</td>
</tr>
<tr>
<td>Capital Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td></td>
<td>15,291,311</td>
</tr>
<tr>
<td>Buildings &amp; Leasehold improvements (net of depreciation)</td>
<td>97,457,199</td>
<td>97,457,199</td>
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<tr>
<td>Construction in Progress</td>
<td></td>
<td>38,320</td>
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<tr>
<td>Equipment (net of depreciation)</td>
<td>2,022,455</td>
<td>2,022,455</td>
</tr>
<tr>
<td>Library Books (net of depreciation)</td>
<td>1,938,438</td>
<td>1,938,438</td>
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<tr>
<td><strong>Total Noncurrent Assets</strong></td>
<td>1,107,660</td>
<td>120,227,248</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>89,128,002</td>
<td>9,897,092</td>
</tr>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accrued Payroll and Benefits</td>
<td>1,304,954</td>
<td></td>
</tr>
<tr>
<td>Accounts Payable and Accrued Liabilities</td>
<td>(91,535)</td>
<td>16,268</td>
</tr>
<tr>
<td>Deposits Held in Custody</td>
<td></td>
<td>397,411</td>
</tr>
<tr>
<td>Current Portion of Long-term Liabilities</td>
<td>4,379,027</td>
<td>250,000</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>5,592,446</td>
<td>16,268</td>
</tr>
<tr>
<td>Noncurrent Liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td>477,448</td>
<td></td>
</tr>
<tr>
<td>Long-term Liabilities</td>
<td>2,873,636</td>
<td>8,465,000</td>
</tr>
<tr>
<td><strong>Total Noncurrent Liabilities</strong></td>
<td>3,351,084</td>
<td>16,268</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>8,943,530</td>
<td>16,268</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Invested in Capital Assets (net of related debt)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted for: Loans</td>
<td>1,814,257</td>
<td></td>
</tr>
<tr>
<td>Debt Service</td>
<td>2,052,515</td>
<td></td>
</tr>
<tr>
<td>Grants and Contracts</td>
<td>2,106,039</td>
<td></td>
</tr>
<tr>
<td>Unrestricted</td>
<td>80,184,472</td>
<td>7,774,785</td>
</tr>
<tr>
<td><strong>Total Net Assets</strong></td>
<td>80,184,472</td>
<td>9,880,824</td>
</tr>
</tbody>
</table>
# PIMA COUNTY COMMUNITY COLLEGE DISTRICT

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

For Month Ending July 31, 2011

<table>
<thead>
<tr>
<th>OPERATING REVENUES</th>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>Auxiliary and Restricted</td>
<td>Plant and Other Funds</td>
</tr>
<tr>
<td>1 Tuition and Fees</td>
<td>20,116,624</td>
<td>171,862</td>
</tr>
<tr>
<td>2 Contracts</td>
<td>136,084</td>
<td>33,000</td>
</tr>
<tr>
<td>4 Auxiliary Enterprises</td>
<td>4,932</td>
<td>38,660</td>
</tr>
<tr>
<td>5 Commission and Rents</td>
<td>8,266</td>
<td>38,660</td>
</tr>
<tr>
<td>6 Other Operating Revenues</td>
<td>30,454</td>
<td>38,660</td>
</tr>
<tr>
<td>7 Total Operating Revenues</td>
<td>20,285,162</td>
<td>171,862</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OPERATING EXPENSES</th>
<th>General</th>
<th>Auxiliary and Restricted</th>
<th>Plant and Other Funds</th>
<th>Total All Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational and General</td>
<td>937,259</td>
<td>99,258</td>
<td>48,297</td>
<td>1,084,814</td>
</tr>
<tr>
<td>9 Academic Support</td>
<td>1,256,194</td>
<td>97,614</td>
<td>116,095</td>
<td>1,369,903</td>
</tr>
<tr>
<td>10 Student Services</td>
<td>733,766</td>
<td>178,641</td>
<td>912,407</td>
<td>1,035,848</td>
</tr>
<tr>
<td>11 Institutional Support</td>
<td>2,158,272</td>
<td>(19,587)</td>
<td>100,459</td>
<td>2,239,444</td>
</tr>
<tr>
<td>12 Operation and Maintenance of Plant</td>
<td>799,527</td>
<td>1,534</td>
<td>28,742</td>
<td>829,803</td>
</tr>
<tr>
<td>13 Depreciation</td>
<td>583,123</td>
<td></td>
<td>583,123</td>
<td>594,823</td>
</tr>
<tr>
<td>14 Student Financial Aid</td>
<td>446</td>
<td>326,123</td>
<td>326,169</td>
<td>236,689</td>
</tr>
<tr>
<td>15 Auxiliary Enterprises</td>
<td>7,080</td>
<td></td>
<td>7,080</td>
<td>10,274</td>
</tr>
<tr>
<td>16 Total Operating Expenses</td>
<td>5,885,464</td>
<td>690,663</td>
<td>876,716</td>
<td>7,452,843</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET ASSETS</th>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 Net Assets - Beginning of Year</td>
<td>63,551,128</td>
<td>10,496,198</td>
</tr>
<tr>
<td>31 Net Assets - End of Period</td>
<td>80,184,472</td>
<td>143,544,571</td>
</tr>
</tbody>
</table>

| 25 Income before Other Revenues, Expenses, Gains, or Losses | 16,633,344 | (615,374) | (651,054) | 15,366,916 | 15,061,549 |
| 26 Transfers | 331 | 331 | (234,853) | 19,827 | 25,613 |
| 27 Capital Appropriations | 161 | 161 | 27,418 | 46,206 | 3,985,525 |
| 28 Capital Gifts and Grants | 28,750 | 28,750 | 236,689 | 46,206 | 3,985,525 |
| 29 Increase (Decrease) in Net Assets | 16,633,344 | (615,374) | (651,054) | 15,366,916 | $ 15,087,162 |

**Financial Notes:**

- Operating Revenues include Tuition and Fees, Contracts, Auxiliary Enterprises, Commission and Rents, and Other Operating Revenues.
- Operating Expenses include Instruction, Academic Support, Student Services, Institutional Support, Operation and Maintenance of Plant, Depreciation, Student Financial Aid, and Auxiliary Enterprises.
- The report details the financial transactions and changes in net assets for the month ending July 31, 2011, compared to the prior year.

**Total Operating Income:**

- Total Operating Income for FY 2011/12 is $19,104,464, an increase from FY 2010/11 of $1,087,162.

**Net Assets:**

- Net Assets increased from $201,324,307 to $233,609,867 from the beginning to the end of the period.

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**Note:** The table provides a detailed breakdown of revenues, expenses, and changes in net assets for the district, reflecting the financial health and operations for the specified period.
## Summary of Expenditures and Encumbrances - General Fund - Budget and Actual

For Month Ending July 31, 2011

### EXPENDITURES BY FUNCTION

<table>
<thead>
<tr>
<th>Function</th>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED</td>
<td>TOTAL COMMITED</td>
</tr>
<tr>
<td></td>
<td>BUDGET</td>
<td>AMOUNT</td>
</tr>
<tr>
<td></td>
<td></td>
<td>%</td>
</tr>
<tr>
<td><strong>Educational and General</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>39,367,675</td>
<td>8,890,908</td>
</tr>
<tr>
<td>Academic Support</td>
<td>23,795,110</td>
<td>15,875,487</td>
</tr>
<tr>
<td>Student Services</td>
<td>19,830,886</td>
<td>13,109,826</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>57,325,605</td>
<td>18,366,728</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>12,253,462</td>
<td>7,233,417</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>1,196,000</td>
<td>446</td>
</tr>
<tr>
<td><strong>Other Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers</td>
<td>5,095,000</td>
<td>5,095,000</td>
</tr>
<tr>
<td>Fund balance reserved for contingency</td>
<td>5,174,720</td>
<td>5,174,720</td>
</tr>
<tr>
<td><strong>Total Expenditures by Function</strong></td>
<td>164,038,458</td>
<td>63,475,813</td>
</tr>
</tbody>
</table>

### EXPENDITURES BY ACCOUNT

<table>
<thead>
<tr>
<th>Account</th>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED</td>
<td>TOTAL COMMITED</td>
</tr>
<tr>
<td></td>
<td>BUDGET</td>
<td>AMOUNT</td>
</tr>
<tr>
<td></td>
<td></td>
<td>%</td>
</tr>
<tr>
<td><strong>Personal Services</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Personnel</td>
<td>6,522,000</td>
<td>5,982,405</td>
</tr>
<tr>
<td>Faculty</td>
<td>23,744,000</td>
<td>5,195,046</td>
</tr>
<tr>
<td>Additional Compensation - Faculty</td>
<td>1,004,372</td>
<td>48,123</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>15,429,000</td>
<td>1,885,364</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>37,917,638</td>
<td>34,570,723</td>
</tr>
<tr>
<td>Other Compensation</td>
<td>4,158,070</td>
<td>3,133,580</td>
</tr>
<tr>
<td>Student Employment / Workstudy</td>
<td>12,000</td>
<td>1,889</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>26,886,551</td>
<td>804,322</td>
</tr>
<tr>
<td><strong>Total Personal Services</strong></td>
<td>115,673,631</td>
<td>51,621,453</td>
</tr>
</tbody>
</table>

| **Services and Supplies**                  |            |            |            |
| Communications and Utilities               | 5,553,000  | 800,082    | 14.4       |
| Travel                                     | 2,748,158  | 188,359    | 6.9        |
| Contractual Services                       | 10,894,307 | 6,976,379  | 64.0       |
| Supplies and Materials                     | 7,616,155  | 2,055,966  | 27.0       |
| Student Financial Aid                      | 1,196,000  | 446        | 0.0        |
| Current Fixed Charges                      | 2,384,207  | 1,828,762  | 76.7       |
| **Total Services and Supplies**            | 36,391,827 | 11,847,974  | 39.0       |

| **Other Expenditures**                     |            |            |            |
| Capital Equipment                          | 356,000    | 3,851      | 1.1        |
| Transfers                                  | 5,095,000  | 5,095,000  |            |
| Other Expenditures                         | 1,212,000  | 2,534      | 0.2        |
| Contingency and Reserves                   | 11,310,000 | 11,310,000 |            |
| **Total Expenditures by Account**          | 164,038,458 | 63,475,813  | 38.7       |
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

COMMITMENTS FOR INSTRUCTION

COMMITMENTS FOR ACADEMIC SUPPORT

COMMITMENTS FOR STUDENT SERVICES
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

COMMITMENTS FOR INSTITUTIONAL SUPPORT

COMMITMENTS FOR OPERATION & MAINTENANCE OF PLANT

COMMITMENTS FOR STUDENT FINANCIAL AID
INFORMATION ITEM

Meeting Date: 9/21/11

Item Title: Separations from Employment

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

Recommendation:

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

Retirements

Wood, Francis (Frank)
IT Supervisor
DO-Network Services Staff
Effective: 9/1/11

Frank Wood was hired by the College in 1992 as a senior computer operator. He also served as the manager and acting director of network support services, and is retiring as information technology supervisor at the District Office.

Separations from Employment

Cabral, Maria G.
Student Services Advanced Specialist
WC-Enrollment Services
Effective: 8/10/11
Reason: Other employment

Chang, Juihsin
Instructional Faculty-Nursing
WC-Nursing
Effective: 5/19/11
Reason: Family

(Continued)
Disney, Tracy A.
Advanced Program Coordinator
DO-Disabled Student Resources
Effective: 8/5/11
Reason: Relocation

Kull, Larry P.
Laboratory Specialist
DV-Academic Services
Effective: 8/13/11
Reason: Other employment

Palomino, Melissa K.
Police Officer
DO-Department of Public Safety Operations
Effective: 8/18/11
Reason: Personal

Rawson, Cathleen A.
Program Coordinator
CC-Education Programs
Effective: 8/5/11
Reason: Relocation

Stubbs, Leanne C.
IT Specialist
DC-Administrative Services
Effective: 7/22/11
Reason: Other employment

Approvals
Contact Person
Janet L. May

Chancellor
Dr. Roy Flores
**INFORMATION ITEM**

**Meeting Date:** 9/21/11  
**Item Number:** 12

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

**Recommendation:**

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

<table>
<thead>
<tr>
<th>Name</th>
<th>First Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aguirre Evelyn</td>
<td>Krystal</td>
</tr>
<tr>
<td>Altamirano Cynthia</td>
<td>Hannah</td>
</tr>
<tr>
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<td>Herrera Estefania</td>
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<td>Jones DeRutter</td>
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<td>King Dominique</td>
<td>Welch</td>
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**Approvals**

Contact Person  
Janet L. May

Chancellor  
Dr. Roy Flores
## ACTION ITEM

**Meeting Date:** 9/21/11  
**Item Number:** 13

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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<tbody>
<tr>
<td>Unapproved Minutes of the Regular Meeting August 10, 2011</td>
<td>Chancellor’s Office (206-4747)</td>
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</table>

**Recommendation:**

The unapproved minutes of the Regular Meeting of August 10, 2011 are submitted for approval.

---

**Approval**

Chancellor  
Dr. Roy Flores
A Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, August 10, 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
Timothy Kelliher, Staff

RECORDING SECRETARY
Gabriela De Echávarri

ADMINISTRATION
Roy Flores, Chancellor
Doreen Armstrong, Assistant Vice Chancellor for Employee Services
Stella Bay, Executive Director, Department of Public Safety
David Bea, Executive Vice Chancellor, Finance and Administration
Johnson Bia, President, Desert Vista Campus
John Carroll, Vice President of Instruction
Luba Chliwniak, President, Downtown Campus
Nina Corson, Academic Dean
Imelda Cuyugan, Assistant Vice Chancellor, Government Relations
Cindy Dooling, Acting Vice Chancellor, Information Technology
Charlotte Fugett, President, East Campus
Mary Beth Ginter, Academic Dean
Donna Gifford, Vice President of Instruction
John Gillis, Academic Dean
Diane Groover, Assistant Vice Chancellor, Finance
Jerry Haynes, Vice President of Student Development
Patricia Houston, Academic Dean
William Howard, Assistant Vice Chancellor, Business Services
Alex Kajstura, President, Northwest Campus
Darla Lammers, Vice President of Instruction
Janet May, Vice Chancellor, Human Resources
Marty Mayhew, Academic Dean
Keith McIntosh, Acting Vice Chancellor, Information Technology
Leticia Menchaca, Assistant Vice Chancellor, Student Services
Suzanne Miles, Provost/Executive Vice Chancellor and President, Community Campus
Lorraine Morales, Vice President of Student Development
Brigid Murphy, Vice President of Instruction
Ann Parker, Vice President of Student Development
Anna Reese, Executive Director, Financial Aid
Nicola Richmond, Executive Director, Institutional Research
Ted Roush, Vice President of Instruction
Nancy Russell, Academic Dean
James Sanchez, Psychologist
Nancy Sorenson, Vice President of Student Development
Edgar Soto, Executive Director, Athletics
Stan Steinman, Academic Dean
Heather Tilson, Senior Assistant to the Provost
Michael Tulino, Acting Vice President of Student Development
Anne Vosberg, Vice President of Student Development
William Ward, Assistant Vice Chancellor, Facilities
Daniel Wright, Academic Dean
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 7:15 p.m.

Pledge of Allegiance

David Longoria led the Pledge of Allegiance.

Public Comment and Reports

Public Comment

There were no requests to address the Board.

Staff Representatives

Tim Kelliher reported on the August 14 Staff Council Meeting. Highlights included the following: Provost's Report: Dr. Miles reported that Christy Yebra will move to her area. She also stated that the College is proceeding with the proposal on revising the admissions standards and credit courses. The next public forum will be on August 23 at 5:30 at East Campus. Chancellor's Report: Debbie Yoklic noted that Chancellor Flores is looking forward to seeing everyone at All College Day. Liaison Report: Vice Chancellor May informed them that Dr. James Sanchez has joined the Human Resources Team. ACES Report: Andrew Plucker stated that ACES they received 72 applications for professional development, which is an 18% increase over last year. Council Report: Tim Kelliher provided an update on the emergency representative election being held for the East Campus. The next Staff Council meeting will be held on Friday, September 2, 2011.

Student Representatives

There was no report.

Faculty Representatives

There was no report.
Motion to Authorize Executive Session

PASSES

Report — Chairperson of the Board

Motion No. 7024


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

Report — Secretary of the Board

There was no report.

Chancellor’s Report

Chancellor Flores reported that the Associate of Applied Science Degree program in Respiratory Care received Continuing Accreditation from the Commission on Accreditation for Respiratory Care. Dr. Flores acknowledged C.J. Karamargin’s attendance and welcome Deborah Gaddy, new Dean for Adult Education. The Chancellor also stated that the College will continue to work with Dr. Eugene Sander, new president at the University of Arizona and Jacqueline Mok, Provost. The Chancellor noted that a merger will occur between SunGard, which makes the enterprise system Banner used by the College, and Datatel. Dr. Flores reminded the audience of All College Day and informed them that the speakers will be Congressman Raul Grijalva and KOLD Chief Meteorologist Chuck George. The Chancellor mentioned that the College is entering a stagnant economic environment, and that it needs to determine the best ways to thrive in a future of little or no economic growth. Board Member Stewart acknowledged the creative approaches the College has taken and thanked Dr. Flores for the work done.

Report — June 2011 Financial Statements

Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending June 2011. He noted the increase in net assets through month end, year-to-day, is approximately $8.9 million.
Information Items

Separations from Employment

Student Aide Hires

These items were noted as information items.

Board Bylaw, Article VI. Meetings – Second Reading

Board Member Marshall expressed her concern regarding wording in Section 4 of the Bylaws referencing “publicly elected” members.

Action Items

Approval of Minutes

Motion No. 7025


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

Consent Agenda

Motion No. 7026

Scott Stewart – M, David Longoria – S, to approve the Consent Agenda with addenda 15.1 New Appointments, and the revised 15.2 Administrator Appointments.

15.1 New Appointments
15.2 Administrator Appointments
15.3 Adjunct Faculty Appointments
15.4 Temporary Appointments
15.5 Grant Continuation Application: United States Department of Health and Human Services, Temporary Assistance for Needy Families (TANF), Pathways to Healthcare Professions
15.6 Grant Proposal: Arizona Revised Statute 5-601-02 12% Gaming Distribution Tohono O’odham Nation-Desert Vista Campus
15.7 Grant Proposal: United States, Department of Justice, Bulletproof Vest Partnership
Motion to Approve the Personnel Policy Statement for College Employees (Common Language) 2011-12

PASSES

15.8 Intergovernmental Agreement: Cooperative Purchase Agreement
15.9 Contracts: Investment Management and Advisory Services

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

Personnel Policy Statement for College Employees (Common Language) 2011-12

Vice Chancellor Janet May provided background information on this item.

Motion No. 7027

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

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

Adjournment

The meeting adjourned at 7:45 p.m.

______________________________
Secretary

______________________________
Date
The Board of Governors adopts the following written statement entitled: Endorsement of Changes to Pima Community College’s Admission Standards

The Pima County Community College Board of Governors applauds and strongly supports the efforts of the College’s faculty, administration and staff to develop thoughtful and progressive solutions to help underprepared students succeed in higher education and enter or advance in the workplace. Their efforts have resulted in much-needed and overdue changes to the College’s admissions standards.

The Board recognizes that developmental education is a diverse and complex issue, and it is important for our community to recognize that when it comes to education, one size does not fit all.

The Board recognizes that the College has relied on data and faculty recommendations to develop a new program aimed specifically at underprepared students whose scores on placement tests translate to below seventh-grade level in reading, writing and/or mathematics. This program, Pathways to Pima, is a testament to the College’s commitment to opening new avenues for students to succeed in an academic setting. The Board will closely monitor Pathways to Pima and will report to the public annually on the program.

The Board is fully aware that data show that severely underprepared students have only about a 1-in-20 chance of completing a college-level course in their area of deficiency, let alone graduating with a degree or certificate. Failure to confront this problem is to shirk our responsibility; that is unfair to both students and the community.

The Board has previously directed the College to examine developmental education from every possible angle and devise practical, commonsense solutions. It is important to note that the College’s intent is to expand and strengthen developmental education, so that students can improve their lives and those of their families.

The Board notes that in developing new alternatives, the College is building on a long history of success in its many non-credit offerings. These include the Center for Training and Development, and Adult Education.
Because the Board believes it is critically important to give the public detailed information about the changes to the College's admissions standards, the Board recently hosted four public information forums that provided a venue for the public to ask questions and express their concerns. In addition, the College has created a page on its website devoted exclusively to the changes in admission standards.

Approvals

Chancellor

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

ACTION ITEM

Meeting Date: 9/21/11

Item Number: 15

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<tr>
<td>Consent Agenda</td>
<td>Chancellor's Office</td>
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<td>(206-4747)</td>
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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
15.5 Board Bylaw, Article VI. Meetings – Final Reading

Approval

Chancellor

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

**ACTION ITEM**

**Meeting Date:** 9/21/11  
**Item Number:** 15.1

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
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| New Appointments    | Janet L. May  
Vice Chancellor for  
Human Resources  
(206-4624)       |

**Recommendation:**

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

**Justification:**

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

**Faculty:**

**Fonseca, Jose**  
**Instructional Faculty**  
**Salary:** $37,740*  
**Effective:** 9/22/11  
**Education:** Bachelor of Science, The Teaching of Mathematics, Education University of Guerrero, Chilpancingo, Gro, Mexico; Master of Arts, Math Education, University of Arizona  
**Experience:** Mr. Fonseca has over 30 years of teaching experience in mathematics at the high school and college level. He has designed unit plans, math curriculum materials and workshops for students with a variety of ethnic and cultural backgrounds to support the College transition from Algebra to Calculus.

**Recruitment Overview:**  
This is a one-year administrative appointment. An external recruitment was conducted. Four applications were received and reviewed. Four candidates were invited to interview. The finalist was interviewed by Dr. Luba Chliwniak, Campus President.

*Prorated for 144 days of accountability*

(Continued)
Rosales, Anne M.  
**Instructional Faculty**

**Salary:** $36,288*  
**Effective:** 9/22/11  
**Education:** Bachelor of Science, Medical Technology, University of Arizona  
**Experience:** Ms. Rosales has been an adjunct instructor and clinical coordinator in the Medical Laboratory Technician Program with Pima Community College since December 2010. She also taught immunohematology, transfusion medicine, and phlebotomy for the past two years with the College. Prior to her teaching positions, she was a lab supervisor for Tucson Medical Center for over a year; six years as a blood bank supervisor for the University Physician’s Healthcare Hospital; and, a point of care testing supervisor for Kino Community Hospital for nine years. Ms. Rosales’ career as a medical technologist has been with Kino Community Hospital, Quincy City Hospital, Quincy, Massachusetts, and New England Baptist Hospital, Boston, Massachusetts.

**Recruitment Overview:**
This is a one-year administrative appointment. An external recruitment was conducted. Three applications were received and reviewed. Three candidates were invited to interview. The finalist was interviewed by Dr. Louis Albert, Campus President.

*Prorated for 144 days of accountability

Staff:

**Coleman, Jane**  
**Nursing Instructor**  
**Salary:** $64,796  
**Effective:** 9/26/11  
**Education:** Bachelor of Science, Nursing, University of Wisconsin-Oshkosh, Oshkosh, Wisconsin; Master of Science, Nursing Education, South Dakota State University, Brookings, South Dakota; Doctor of Philosophy, Natural Health, Clayton College of Natural Health, Birmingham, Alabama  
**Experience:** Ms. Coleman has more than twenty years experience as a nursing instructor. She has worked as an associate professor for Gustavus Adolphus College in St. Peter, Minnesota and as a nursing instructor for South Dakota State University in Brookings, South Dakota.

**Recruitment Overview:**
An external recruitment was conducted. Four applications were received and reviewed. Three candidates were invited to interview. The finalists were interviewed by Dr. Johnson Bia, Campus President.

**Daly, Dorcas**  
**Student Services Advanced Specialist**  
**Hourly Rate:** $19.86  
**Effective:** 9/26/11  
**Education:** Bachelor of Science, Human Services Management, University of Phoenix  
**Experience:** Ms. Daly has worked for eleven years for the University of Phoenix in Tucson as a testing coordinator, financial coordinator, and a student services coordinator.

(Continued)
Recruitment Overview:

An external recruitment was conducted. One hundred thirty-one applications were received and reviewed. Twelve candidates were invited to interview. The finalists were interviewed by Dr. Louis Albert, Campus President.

De La Ossa, Juan

Police Officer-In-Training

Hourly Rate: $19.38
Effective: 10/3/11
Education: Coursework, Pima Community College
Experience: Mr. De La Ossa completed his Arizona Peace Officer Standards and Training (AZPOST) certification in June 2011 at Pima Community College. He has twelve years experience as a plant manager for Business Cards Tomorrow in Tucson.

Recruitment Overview:

An external recruitment was conducted. Twenty-three applications were received and reviewed. Twelve candidates were invited to interview. The finalists were interviewed by Dr. David Bea, Executive Vice Chancellor for Finance and Administration.

* Arizona Post-Certified
** Contingent upon successful completion of a polygraph, medical, physical and psychological examinations.

Ebunoha, Charles

Fiscal Support Specialist

Hourly Rate: $17.22
Effective: 9/26/11
Education: Associate of Applied Science, Business Administration, Pima Community College
Experience: Mr. Ebunoha has fourteen years of experience as a revenue collections manager for Sun Tran in Tucson, Arizona. He worked as a tax advisor for H & R Block for nine years; worked for the Arizona Department of Corrections for almost two years as a Fiscal Service Specialist and Accounting Technician.

Recruitment Overview:

An external recruitment was conducted. Twenty one applications were received and reviewed. Four candidates were invited to interview. The finalists were interviewed by Dr. Luba Chliwniak, Campus President.

Embry, Danielle

Student Services Advanced Specialist

Hourly Rate: $19.86
Effective: 9/26/11
Education: Bachelor of Fine Arts, University of Arizona
Experience: Ms. Embry has more than five years experience as an academic advisor for the University of Arizona. She worked for a year and a half as an instructor for the City of Tucson Parks and Recreation Department and a year and a half as a manager for Skyline Gallery in Tucson.

Recruitment Overview:

An external recruitment was conducted. One hundred thirty-one applications were received and reviewed. Twelve candidates were invited to interview. The finalists were interviewed by Charlotte Fugett, Campus President.
**Escandon, Gilberto**  
**Laboratory Specialist – Automotive**  
Hourly Rate: $17.22  
Downtown Campus  
Effective: 9/26/11  
Selected to fill a vacant position  
Education: General Equivalency Diploma, Pima Community College, Tucson, Arizona  
Experience: Mr. Escandon has four years of experience working as an automotive technician for Jim Click Dodge. During the last year, he has taught for Pima Community College as an adjunct faculty member in the automotive department. He has over six years of experience in the automotive industry with several automotive certifications.

Recruitment Overview:  
An external recruitment was conducted. Three applications were received and reviewed. Two candidates were invited to interview. The finalists were interviewed by Dr. Luba Chiwniak, Campus President.

**Kinsey, Mark A.**  
**Transportation/Support Services Manager**  
Salary: $47,187  
Maintenance and Security  
Effective: 9/26/11  
Selected to fill a vacant position  
Education: Bachelor of Science, Business Administration, University of Phoenix; Master of Public Administration, University of Oklahoma, Norman, Oklahoma  
Experience: Mr. Kinsey has five years experience as director of outreach and education for the Mohave Educational Services Cooperative in Phoenix. He has five years experience as financial manager and comptroller for the 162nd Fighter Wing of the Air National Guard in Tucson; one year experience as general manager at Centerfield Indoor Hitting and Training in Tucson and one year experience as procurement manager for the Marana Unified School District.

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

**Leon, Linda**  
**Human Resources Analyst**  
Salary: $47,187  
District Office  
Effective: 10/3/11  
Selected to fill a vacant position  
Education: Bachelor of Science, Business Management, University of Phoenix  
Experience: Ms. Leon has one year experience as a human resources technician and four years as a human resources analyst with the Town of Marana, Marana, Arizona. She worked as a senior benefits specialist for the University of Arizona and as a southwest regional coordinator for Drive Time Car Sales in Tucson, Arizona.

Recruitment Overview:  
An external recruitment was conducted. Sixty-five applications were received and reviewed. Nine candidates were invited to interview. The finalist was interviewed by William Howard, Assistant Vice Chancellor for Business Services.
Morales, Mary Lou  
**Fiscal Support Specialist**  
Hourly Rate: $17.22  
Effective: 9/26/11  
Desert Vista Campus  
Selected to fill a vacant position  
Education: Bachelor of Arts, Elementary Education, Arizona State University  
Experience: Ms. Morales has previously worked for Pima Community College for thirteen years as a fiscal support specialist, master scheduler and human resources specialist. Ms. Morales was also a student teacher for one year.

Recruitment Overview:  
An external recruitment was conducted. Twenty one applications were received and reviewed. Five candidates were invited to interview. The finalists were interviewed by Dr. Johnson Bia, Campus President.

Norwood, Linda  
**Support Specialist, Vice President of Instruction**  
Hourly Rate: $16.25  
Effective: 9/26/11  
East Campus  
Selected to fill a vacant position  
Education: High School Diploma, Kearny High School, San Diego, California  
Experience: Ms. Norwood has over nine years of experience working as an administrative associate at the University of Arizona, College of Medicine. During the last year, Ms. Norwood was an audit assistant for Tucson Old Pueblo Credit Union.

Recruitment Overview:  
An external recruitment was conducted. Sixty-eight applications were received and reviewed. Eighteen candidates were invited to interview. The finalists were interviewed by Charlotte Fugett, Campus President.

Richards, Anthony  
**Theater Technical Coordinator**  
Hourly Rate: $17.22  
Effective: 9/26/11  
West Campus  
Selected to fill a vacant position  
Experience: Mr. Richards has over twenty-two years of experience working as a shop foreman, master carpenter and scenic carpenter in theatrical environments. For the past seven years, Mr. Richards has been the master carpenter and shop foreman for the Arizona Theater Company.

Recruitment Overview:  
An external recruitment was conducted. Twelve applications were received and reviewed. Six candidates were invited to interview. The finalists were interviewed by Dee Lammers, Vice President of Instruction.

Simpson, Lucy  
**Support Specialist**  
Hourly Rate: $16.25  
Effective: 9/26/11  
District Office  
Selected to fill a vacant position  
Education: Coursework, Fashion Merchandising, Plaza Three Academy; Bachelor of Arts, Anthropology, University of Arizona  
Experience: Ms. Simpson has three years of experience working as an executive assistant for William Self Associates. She also has seven years of experience working for several companies as a support specialist and as an administrative assistant.

Recruitment Overview:  
An external recruitment was conducted. Sixty-eight applications were received and reviewed. Eighteen candidates were invited to interview. The finalists were
interviewed by Dr. Suzanne Miles, Provost and Executive Vice Chancellor and Campus President.

**St. John, Diana**  
**Police Officer-In-Training**  
**Hourly Rate:** $19.38*  
**Effective:** 10/3/11**  
**Education:** Associate of Applied Science, Paralegal, Pima Community College; Bachelor of Applied Science, Public Agency Service, Northern Arizona University  
**Experience:** Ms. St. John has eight months experience as a police officer and deputy sheriff for the City of Tucson Police Department and the Pima County Sheriff’s Department. She also has eight years experience as a corrections officer for the Delaware County Sheriff’s Department and nine years experience as a court clerk for the Village of Delhi Justice Court, both in Delhi, New York; six years experience as a paralegal for the Pima County Attorney’s Office, eight months experience as an investigator for the Arizona Department of Economic Security and two years as a program manager for the Regional Wastewater Reclamation Department in Tucson.

**Recruitment Overview:**  
An external recruitment was conducted. Twenty-three applications were received and reviewed. Twelve candidates were invited to interview. The finalists were interviewed by Dr. David Bea, Executive Vice Chancellor for Finance and Administration.

*Arizona Post-Certified  
**Contingent upon successful completion of a polygraph, medical, physical and psychological examinations.

**Strakbein, Lynette**  
**Support Specialist**  
**Hourly Rate:** $16.25  
**Effective:** 9/26/11  
**Education:** Associate of Applied Business, Edison State College, Piqua, Ohio  
**Experience:** Ms. Strakbein has more than twenty years experience working in business and educational environments. She worked five years as an administrative assistant with the State of Arizona at the Arizona State Schools for the Deaf and the Blind. She also worked for AlliedSignal Aerospace, Tucson Operations, as a senior secretary and pricing assistant and as a contracts and sales administrator for Hamilton Aviation.

**Recruitment Overview:**  
An external recruitment was conducted. Sixty-eight applications were received and reviewed. Eighteen candidates were invited to interview. The finalists were interviewed by Dr. Louis Albert, Campus President.

**Van Renterghem, Katie**  
**Business Systems Analyst**  
**Salary:** $47,187  
**Effective:** 9/26/11  
**Education:** Bachelor of Science, Business Administration, University of Arizona  
**Experience:** Ms. Van Renterghem has over two years of experience working for Sunquest Information Systems, Inc. as a resources coordinator and business analyst.

**Recruitment Overview:**

(Continued)
An external recruitment was conducted. Fifty-seven applications were received and reviewed. Eight candidates were invited to interview. The finalists were interviewed by Janet L. May, Vice Chancellor for Human Resources.

**Washburn, Stuart**

**Rate:** $12.39  
**Effective:** 9/26/11  
**Selected to fill a vacant position**  
**Education:** Associate of Applied Science, Pima Community College  
**Experience:** Mr. Washburn has twelve years experience as a graphic services manager for Sierra Southwest Cooperative Services in Tucson. He also has five years experience as a production specialist at Sir Speedy; four years experience as a print shop supervisor at Alpha Enterprises of Arizona; and five years of experience as a web press operator at Unicom Business Forms in Tucson.

**Recruitment Overview:**

An external recruitment was conducted. Thirteen applications were received and reviewed. Four candidates were invited to interview. The finalists were interviewed by Deborah Yoklic, Assistant Vice Chancellor.

**Wellborn, Jennifer**

**Salary:** $52,736  
**Effective:** 9/26/11  
**Selected to fill a vacant position**  
**Education:** Bachelor of Science, Northern Arizona University; Master of Education, Northern Arizona University  
**Experience:** Ms. Wellborn worked four years for Northern Arizona University as a program coordinator. She also worked as an advising specialist for the University of Arizona and as an academic advisor and graduate teaching assistant for Oregon State University in Corvallis, Oregon.

**Recruitment Overview:**

An external recruitment was conducted. One hundred thirteen applications were received and reviewed. Six candidates were invited to interview. The finalists were interviewed by Leticia Menchaca, Assistant Vice Chancellor of Student Services.

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**Approvals**

**Contact Person**  
Janet L. May

**Chancellor**  
Dr. Roy Flores
ACTION ITEM

Meeting Date: 9/21/11

Item Number: 15.2

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.

Ascencio, David
Discipline(s): Respiratory Therapy (Occupational/Workforce)
Salary: $710 per load hour
Education: Occupational Associate, Respiratory Therapy, Pima Medical Institute, Tucson, Arizona; Respiratory Care License, Arizona State Board, Phoenix, Arizona
Experience: Mr. Ascencio is currently working as a Respiratory Therapist for Northwest Medical Center, Tucson, Arizona. Previously, he worked for Med Assure of Tucson in Tucson, Arizona. He has five years experience as a Respiratory Therapist. He has no formal teaching experience.

Belanger, Rebekah A.
Discipline(s): Dance (Academic), Theatre (Academic)
Salary: $710 per load hour
Education: Bachelor of Fine Arts, Modern Dance, University of the Arts, Philadelphia, Pennsylvania; Master of Fine Arts, Theatre Arts, University of Arizona, Tucson, Arizona; sufficient graduate units in dance for certification

(Continued)
Experience: Ms. Belanger currently works as a choreographer for the Detour Company Theatre in Phoenix, Arizona. She has been working as a dance teacher and Pilates instructor for five years.

Berry, Heather
Discipline(s): Respiratory Therapy (Occupational/Workforce)
Salary: $710 per load hour
Education: Associate of Applied Science, Respiratory Therapy, Pima Community College, Tucson, Arizona; Respiratory Care License, Arizona State Board, Phoenix, Arizona
Experience: Ms. Berry is currently working as a Respiratory Therapist for University Medical Center in Tucson, Arizona. Previously, she worked for Phoenix Children’s Hospital in Phoenix, Arizona. She has over five years experience as a Respiratory Therapist. She does not have formal teaching experience.

Bhullar, Amarjeet, PhD.
Discipline(s): Physics (Academic), Mathematics (Developmental)
Salary: $710 per load hour
Education: Bachelor of Science, Physics, University of Ajmer, Ajmer, India; Professional Science Masters, University of Arizona, Tucson, Arizona; Doctor of Philosophy, Physics, Mohanial Sukhadia University, Udatpur, India
Experience: Dr. Bhullar has worked as a teaching assistant for the past two years at the University of Arizona in Tucson, Arizona. He has also worked as a research associate for five years.

Cavanaugh, William R.
Discipline(s): Geology (Academic), Mathematics (Developmental)
Salary: $710 per load hour
Education: Bachelor of Science, Geological Engineering, University of Arizona, Tucson, Arizona; Master of Science, Geological Engineering, University of Arizona, Tucson, Arizona; sufficient graduate units in geology for certification
Experience: Mr. Cavanaugh taught mathematics and physics at ITT Technical Institute in Tucson, Arizona for one year. He taught algebra and statistics for Pima Community College.

Daniels, Jeremy Scott
Discipline(s): Medical Laboratory Technician, Phlebotomy (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Biology, University of North Texas, Denton, Texas; Bachelor of Science, Finance, Elmhurst College, Elmhurst, Illinois
Experience: Mr. Daniels has been working as a technician advisor and a bench technician for Sonoran Quest Laboratories in Tucson, Arizona. Previously, he worked as a medical technologist in Illinois, Colorado, Texas, and Mississippi. As a medical technologist, Mr. Daniels trained new employees at John Peter Smith Hospital, Fort Worth, Texas. He has no formal teaching experience.

(Continued)
Des Jarlais, Paul L.
Discipline(s): Mathematics (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Physics, University of Arizona, Tucson, Arizona; Master of Arts, Teaching and Teacher Education, University of Arizona, Tucson, Arizona; sufficient graduate units in mathematics for certification
Experience: Mr. Des Jarlais has been working for Amphitheater Public Schools in Tucson, Arizona since 1998. He has worked as a teacher of mathematics for more than 10 years.

Fimbres, Georgeanne R.
Discipline(s): Fashion Design and Clothing (Grandfathered)
Salary: $710 per load hour
Education: Bachelor of Science, Home Economics, University of Arizona, Tucson, Arizona; Master of Education, Foundations in Education, University of Arizona, Tucson, Arizona
Experience: Ms. Fimbres was hired as a full time faculty member in 1999. She taught fashion design and clothing courses for Pima College until her retirement in 2010. She is now teaching as an adjunct for the College.

Gay, Sarah C.
Discipline(s): English as a Second Language (Developmental), Public Administration (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Spanish, Rhodes College, Memphis, Tennessee; Master of Public Administration, Portland State University, Portland, Oregon; Master of Arts, Teaching of Language, University of Southern Mississippi, Hattiesburg, Mississippi
Experience: Ms. Gay was an English as a Second Language instructor for Chemeketa Community College in Salem, Oregon from 1995 to 1996 and for the University of Arizona from 2006-2007.

Goldman, Kate H.
Discipline(s): Business (Academic), Management (Academic), Fitness and Wellness (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Agricultural and Resource Economics, University of Arizona, Tucson, Arizona; Master of Business Administration, University of Phoenix, Phoenix, Arizona
Experience: Ms. Goldman has been a group fitness instructor for LA Fitness, Gold's Gym and Desert Sports and Fitness in Tucson, since 2008. She has no formal teaching experience.

Jarvis, Jane E.
Discipline(s): Nursing (Academic), Nursing Assistant (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Nursing, Grand Canyon University, Phoenix, Arizona; Master of Science, Nursing, Grand Canyon University, Phoenix, Arizona

(Continued)
Experience: Ms. Jarvis has worked as a staff nurse at Carondelet St. Joseph Hospital since 2008. She assists patients for the obstetrics and gynecology deliveries. Prior to that, she worked as the Northwest Hospital as a bedside nurse. Ms. Jarvis has no formal teaching experience.

**Kamenkovich, Irina I.**
**Discipline(s):** Russian (Academic)
**Salary:** $710 per load hour
**Education:** Master of Education, Moscow State Linguistic University, Moscow, Russia; Graduate Coursework Russian, University of Arizona, Tucson, Arizona
**Experience:** Ms. Kamenkovich has been working at Sabino High School in Tucson, Arizona as a Russian instructor for more than three years.

**Kemper, Naquitta J.**
**Discipline(s):** Political Science (Academic)
**Salary:** $710 per load hour
**Education:** Bachelor of Arts, Political Science, DePaul University, Chicago, Illinois; Master of Arts, Political Science, University of Arizona, Tucson, Arizona
**Experience:** Ms. Kemper has been working as a graduate assistant at the University of Arizona, Tucson, Arizona for three years. She worked as a graduate online political science instructor for one semester.

**Lorenz, Teresa M.**
**Discipline(s):** Spanish (Academic)
**Salary:** $710 per load hour
**Education:** Bachelor of Arts, Foreign Language Teaching, Gannon University, Erie, Pennsylvania; Master of Arts, Spanish, University of Arizona, Tucson, Arizona
**Experience:** Ms. Lorenz has been a graduate teaching associate for the Department of Spanish and Portuguese at the University of Arizona, in Tucson, Arizona, since 2006.

**Lybeck, Megan C.**
**Discipline(s):** Pharmacy Technology (Occupational Limited Exemption)
**Salary:** $710 per load hour
**Education:** Associate of General Studies, Associate of Liberal Arts, Pima Community College, Tucson, Arizona
**Experience:** Ms. Lybeck has been working as a certified pharmacy technician for more than three years. She has no formal teaching experience.

**Nelson, Kristen E.**
**Discipline(s):** Writing (Academic)
**Salary:** $710 per load hour
**Education:** Bachelor of Arts, English, University of Tampa, Tampa, Florida; Master of Fine Arts, Creative Writing, Goddard College, Plainfield, Vermont
**Experience:** Ms. Nelson is the founder and executive director of Casa Libre en la Solana, a non-profit residency center and community writing center, Tucson, Arizona. Ms. Nelson taught a few short writing courses throughout the Tucson area. In addition, she worked as an assistant editor and associate editor for a University of Arizona institute for several years.

(Continued)
**Rendahl, Karla K.**

**Discipline(s):** English as a Second Language (Developmental)

**Salary:** $710 per load hour

**Education:** Bachelor of Arts, Directed Christian Education: Youth, Concordia University, St. Paul, Minnesota; Master of Arts, Applied Linguistics, Texas Tech University, Lubbock, Texas

**Experience:** Ms. Rendahl taught reading, writing, listening classes at Arizona State University, Tempe. She taught English as a Second Language courses at Angelo State University, San Angelo, Texas.

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**Rheaume, Joseph A.**

**Discipline(s):** Art (Academic), Digital Arts (Occupational/Workforce), Art for Personal Development (Developmental)

**Salary:** $710 per load hour

**Education:** Bachelor of Science, Industrial Technology Management, Arizona State University, Tempe, Arizona; Master of Science, Technology, Arizona State University, Tempe, Arizona, Master of Art, Photography, Arizona State University, Tempe, Arizona

**Experience:** Mr. Rheaume is the Director of Black Box NW/Pacific, Portland, Oregon. The company is a digital media consulting services. The company assists clients with photography, digital imaging, and graphic arts. He taught an integrative media design course at The Art Institute of Portland, Portland, Oregon.

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**Roberts, Howard R.**

**Discipline(s):** Sign Language (Academic Limited Exemption)

**Salary:** $710 per load hour

**Education:** Bachelor of Science, Physical Education, Gallaudet College, Washington, D.C.; Master of Science, Rehabilitation, University of Arizona, Tucson, Arizona

**Experience:** Mr. Roberts currently works as a program coordinator for the Community Outreach Program for the Deaf in Tucson, Arizona. He has been working with the deaf and teaching sign language for over 26 years.

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**Santo, Julia**

**Discipline(s):** Nursing (Academic)

**Salary:** $710 per load hour

**Education:** Bachelor of Science, Nursing, University of North Carolina, Chapel Hill, North Carolina; Master of Science, Nursing, University of Arizona, Tucson, Arizona

**Experience:** Ms. Santo worked for Pima Community College as a full time faculty member for more than 11 years. She retired May 2010. She plans to continue working as an adjunct in the nursing department.

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**Schodde, Dieter K.**

**Discipline(s):** Music (Academic), Music Studio Instruction (Academic)

**Salary:** $710 per load hour

**Education:** Bachelor of Music, Performance Percussion, University of Arizona, Tucson, Arizona; Master of Music, Performance, University of Arizona, Tucson, Arizona

(Continued)
Experience: Mr. Schodde has been section percussion for Tucson Symphony Orchestra in Tucson for 20 years. He also works as resident percussion instructor at the Symphony Women’s Association in Tucson for the last two years.

Sweeney, Donna L.
Discipline(s): Nursing (Academic Limited Exemption)
Salary: $710 per load hour
Education: Associate of Applied Science, Nursing, Pima Community College, Tucson, Arizona; Bachelor of Science, Nursing, Grand Canyon University, Phoenix, Arizona
Experience: Ms. Sweeney has been working as a registered nurse since 1998 for the Neonatal Intensive Care unit at St. Joseph’s Hospital, Tucson, Arizona. She also worked as a registered nurse for Spectrum Health Care, and University Medical Center, both in Tucson.

Theodosion, Constantine N.
Discipline(s): Music (Academic)
Salary: $710 per load hour
Education: Bachelor of Music, Double Bass Performance, Baldwin-Wallace College, Berea, Ohio; Master of Music, Double Bass Performance, Cleveland Institute of Music, Cleveland, Ohio
Experience: Mr. Theodosion has been a teaching assistant at the University of Arizona in the Music Department while he has been pursuing his Doctorate degree, since 2008. He also taught music as an adjunct for six years at Cuyahoga Community College in Parma, Ohio.

Wakefield, Hilary E.
Discipline(s): Biology (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Physiological Science, University of California, Los Angeles, California; sufficient graduate units in biology for certification
Experience: Ms. Wakefield is pursuing a Doctor of Philosophy in Physiological Sciences from the University of Arizona in Tucson, Arizona. She has taught as a graduate research assistant for the University of Arizona since 2006.

Williams, Carol M.
Discipline(s): Nursing (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Science, Nursing, Grand Canyon University, Phoenix, Arizona; Graduate credit hours in nursing, Grand Canyon University, Phoenix, Arizona
Experience: Ms. Williams has been working at both the Danville Children’s Hospital and at St. Joseph Medical Center in Tucson, Arizona. She has no formal teaching experience.
Wood, Silviana
Discipline(s): Writing (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Writing, University of Arizona, Tucson, Arizona; Master of Fine Arts, Creative Writing, University of Arizona, Tucson, Arizona
Experience: Ms. Wood wrote full length plays under a grant funded residency for the Guadalupe Cultural Arts Center in San Antonio, Texas. She has no formal teaching experience.

Zonge, Kenneth E.
Discipline(s): Culinary (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Electrical Engineering, University of Arizona, Tucson, Arizona; Master of Business Administration, University of Arizona, Tucson, Arizona
Experience: Mr. Zonge has been the Executive Director for the Community Gardens of Tucson, in Tucson, Arizona, since 2008. He has no formal teaching experience.

Approvals
Contact Person ________________________________
Janet L. May
Chancellor ________________________________
Dr. Roy Flores
Meeting Date: 9/21/11  Item Number: 15.3

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

Recommendation:

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

Justification:

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

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

**Anspach, Roger**

*Workforce Trainer*

*CC*

*Fire Academy*

*Public Safety and Emergency Services Institute*

Hourly Rate: $15.00

Education: Coursework, Pima Community College

Experience: Mr. Anspach has thirty-one years experience as a firefighter and engineer for the Tucson Fire Department.

**Armenta, Mayra A.**

*Tutor I*

*DV*

*Writing-Health Profession Opportunity Grant*

Hourly Rate: $7.50

Education: Bachelor of Science, Psychology and Sociology, University of Arizona

Experience: Ms. Armenta has two years experience as a writing tutor for the Desert Vista Campus. She is being submitted for approval after an absence from Pima Community College of over two years.

(Continued)
Temporary Appointments

Bianchi, Sascha E. Tutor I DV
Hourly Rate: $7.35 Talent Search
Education: Coursework, Pima Community College
Experience: Ms. Bianchi has been interviewed and recommended by Roderick Gary, Program Manager, Talent Search as a tutor for the pool.

Birchard, Stephanie C. Tutor I DV
Hourly Rate: $7.35 Talent Search
Education: Bachelor of Science, Psychology, University of Arizona
Experience: Ms. Birchard has been interviewed and recommended by Roderick Gary, Program Manager, Talent Search as a tutor for the pool.

Caballero, Milinda Event Assistant II WC
Hourly Rate: $10.00 Center for the Arts
Education: Coursework, Pima Community College
Experience: Ms. Caballero has two years experience as a Federal Work Study student aide for the Center for the Arts.

Centeno, Diana E. Tutor I DV
Hourly Rate: $7.35 Talent Search
Education: Coursework, University of Arizona
Experience: Ms. Centeno has been interviewed and recommended by Roderick Gary, Program Manager, Talent Search as a tutor for the pool.

Crookston, Rachel Student Services Specialist CC
Hourly Rate: $17.22 Adult Education GED Testing
Education: Bachelor of Arts, Classics, University of Arizona
Experience: Ms. Crookston has two years experience as a secretary for the Utah assessment team for the Utah State Office of Education.

Cubillas, Adrian Instructional Aide WC
Hourly Rate: $7.35 Photography Laboratory
Education: Coursework, Pima Community College
Experience: Mr. Cubillas has nine months experience as a Federal Work Study student aide for the photography lab at West Campus.

Dykeman, Sarah Tutor I WC
Hourly Rate: $7.35 Learning Center
Education: Associate of Arts, Liberal Arts, Pima Community College
Experience: Ms. Dykeman has been interviewed and recommended as a tutor by Ed Smith, Math Faculty.

Duke, Roxanne Instructor CC
Hourly Rate: $20.02 Non-Credit, Visual Arts
Education: Bachelor of Fine Arts, University of Tulsa, Tulsa, Oklahoma
Experience: Ms. Duke has thirty-one years experience as a private art instructor and a graphic designer in Tucson.
Temporary Appointments

Date: 9/21/11

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Elías, Erika

**Instructor**

**DV**

Hourly Rate: $20.02

Upward Bound-College Skills

Education: Bachelor of Science, Psychology, University of Arizona

Experience: Ms. Elías has three years experience as a high school teacher for Tucson Unified School District.

Gonzalez, Gabriela

**Instructor**

**DV**

Hourly Rate: $20.02

Upward Bound—Literature and Composition

Education: Bachelor of Arts, Education, University of Arizona

Experience: Ms. Gonzalez has two years experience as a high school teacher for Tucson Unified School District.

Green, Vanessa

**Office Aide**

**DC**

Hourly Rate: $7.35

Disabled Student Resources

Education: Coursework, Pima Community College

Experience: Ms. Green has six months experience as a Federal Work Study student aide for Disabled Student Resources.

Gray, Karen

**Instructor**

**CC**

Hourly Rate: $20.02

Non-credit, Geology, Minerals

Education: Bachelor of Science, Geology, George Mason University, Fairfax, Virginia; Master of Science, Geology, George Washington University, Washington, D.C.

Experience: Ms. Gray has twenty-three years experience as a geologist with the United States Geological Survey.

Haynie, Victoria

**Assistant Coach**

**WC**

Hourly Rate: $10.00

Volleyball

Education: Bachelor of Science, Family Studies in Human Development, University of Arizona

Experience: Ms. Haynie has eighteen months experience as a youth volleyball coach for Ironwood Ridge High School in Tucson.

Kidder, Stephanie

**Assistant Coach**

**WC**

Hourly Rate: $10.00

Women’s Basketball

Education: Bachelor of Science, Elementary Education, University of Arizona

Experience: Ms. Kidder has six years experience as a junior varsity girls’ basketball coach for Flowing Wells School District.

Klassen, Chris

**Assistant Coach**

**WC**

Hourly Rate: $10.00

Men’s Basketball

Education: Bachelor of Science, Physical Education and Health, William Penn University, Oskaloosa, Iowa

Experience: Mr. Klassen has five years experience as a physical education teacher for the Tucson Unified School District.

Lammers, Keith

**Instructional Aide**

**DO**

Hourly Rate: $7.35

Biology Laboratory Pool

Education: Coursework, Pima Community College

(Continued)
Experience: Mr. Lammers has been interviewed and recommended as an instructional aide by Donald Harp, Biology Laboratory Specialist for the temporary pool.

Laws, Lorre  
**Tutor I**  
WC  
Hourly Rate: $7.35  
Chemistry  
Education: Bachelor of Science, Biology, University of California- Irvine, Irvine, California  
Experience: Ms. Laws has been interviewed and recommended as a tutor by Billy Kidd, Science and Fitness Faculty and Silvia Kolchens, Chemistry Faculty.

Molyneux, Rachel  
**Public Safety Dispatcher**  
DO  
Hourly Rate: $16.25  
Department of Public Safety  
Education: Coursework, Pima Community College  
Experience: Ms. Molyneux has one year experience as a public safety dispatcher with Pima Community College. She is a previous staff employee.

Moreno, Maria Elena  
**Program Assistant**  
DC  
Hourly Rate: $17.22  
Veteran’s Center  
Education: Coursework, Pima Community College  
Experience: Ms. Moreno has fourteen years experience as a program assistant for the University of Arizona and is a veteran of the United States Air Force.

Moreno, Mayra  
**Instructional Aide**  
WC  
STEM  
Hourly Rate: $7.35  
Education: Coursework, Pima Community College  
Experience: Ms. Moreno has two years experience as a Federal Work Study student aide for the engineering and biology labs.

Morgan, Lucille Claire  
**Instructor**  
DV  
Hourly Rate: $20.02  
Upward Bound  
Education: Bachelor of Arts, Oriental Studies, University of Arizona  
Experience: Ms. Morgan has over twenty years experience as an educator for Ironwood Hills School.

Olivares, Jose  
**Workforce Trainer**  
CC  
Fire Academy  
Hourly Rate: $15.00  
Public Safety and Emergency Services Institute  
Education: Coursework, Pima Community College  
Experience: Mr. Olivares has thirteen years experience as a fire engineer for Tucson Fire Department. He has Firefighter I and II, Haz-mat First Responder, Engineer, Inspector, and Emergency Medical Technician certifications. He is also certified as a Basic Life Support and Cardiopulmonary Resuscitation instructor.

Perez, Christopher  
**Tutor I**  
EC  
Hourly Rate: $7.35  
Temporary Pool  
Education: Coursework, Pima Community College  
Experience: Mr. Perez has one year experience as a Federal Work Study student aide for the math department at East Campus. He is being recommended as a tutor for chemistry and math by Dr. Lonnie Burke, Chemistry Faculty.

(Continued)
Phillips, Lee Ann  
**Tutor I**  
WC

Hourly Rate: $7.35  
Learning Center

Education: Associate of Science, Accounting, Pima Community College

Experience: Ms. Phillips has over four years work experience in customer service industries. She has been recommended to tutor in accounting by West Campus Accounting faculty due to her achievements as a student.

Rosati, Maria A.  
**Laboratory Assistant**  
DC

Hourly Rate: $12.39  
Biology Learning Center

Education: Coursework, Facultad de Medicina, Universidad de Buenos Aires, Argentina

Experience: Ms. Rosati has over two years experience as an administrative assistant. She has also volunteered for the Buenos Aires Zoological Park where she participated in the Andean Condor Conservation Project hatching, cleaning, and caring for Andean condor chicks. She has been interviewed and recommended by Pat Houston, Academic Dean.

Simpson, Gabriella A.  
**Laboratory Technician**  
WC

Hourly Rate: $14.31  
Chemistry

Education: Bachelor of Science, Medical Technology and Biology, Adams State College, Alamosa, Colorado

Experience: Ms. Simpson has five years experience as a middle school math and science teacher for Tucson and Amphi Unified School Districts. She also has three years experience as a laboratory specialist in chemistry for Pima Community College. She is being submitted for approval after an absence from Pima Community College of over five years.

Stoner, Darryl  
**Instructor**  
DV

Hourly Rate: $20.02  
Upward Bound AIMS Reading/Writing Instructor

Education: Bachelor of Science, Business Administration, Master of Arts, Organizational Management, Master of Arts, Learning Disabilities, University of Phoenix

Experience: Mr. Stoner has seven years experience as a job developer for Tucson Unified School District. He is currently a certified AIMS review tutor and teacher in the State of Arizona.

Strawm, Rachael  
**Tutor I**  
WC

Hourly Rate: $7.35  
Math

Education: Bachelor of Science, Biomedical Engineering Pre-Med, University of California, Irvine-Irvine, California

Experience: Ms. Strawm has five years experience as an associate engineer for Surface Optics Corporation in San Diego, California. She has been interviewed and recommended as a tutor by Ed Smith, Math Faculty.
Suarez, Maria  
**Tutor I**  
**WC**  
Hourly Rate: $7.35  
Spanish  
Education: Bachelor Degree, Creative Writing and Communications, University of Arizona  
Experience: Ms. Suarez has one year experience as a Spanish tutor for Pima Community College. She is being submitted for approval after an absence from Pima Community College of over two years.

Valdivia, Manuel  
**Support Technician**  
**CC**  
Hourly Rate: $12.39  
Pima Community College Adult Education  
Education: High School Diploma, Cholla Magnet High School, Tucson, Arizona  
Experience: Mr. Valdivia has been a volunteer at Pima Community College El Rio Learning Center for three months. He has been interviewed and recommended by Karen Smith, Advanced Program Manager, Pima Community College Adult Education.

Warner, Nikolas  
**Tutor I**  
**WC**  
Hourly Rate: $7.35  
Math/Chemistry  
Education: Coursework, Pima Community College  
Experience: Mr. Warner has two years experience as a chemistry, math, and physics tutor for Pima Community College. He is being submitted for approval after an absence from Pima Community College of over two years.

Welch, Todd  
**Assistant Coach**  
**WC**  
Hourly Rate: $10.00  
Baseball  
Education: Bachelor of Arts, Graphic Design, University of Arizona  
Experience: Mr. Welch has ten years experience as a varsity baseball coach for Vail Unified School District.

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**Approvals**

Contact Person  
[Signature] Janet L. May

Chancellor  
[Signature] Dr. Roy Flores
# INFORMATION ITEM

**Meeting Date:** 9/21/11  
**Item Number:** 15.4

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<tr>
<th>Item Title</th>
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<tr>
<td>Board Bylaw, Article VI: Meetings – Final Reading</td>
<td>Chancellor’s Office</td>
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**Justification:**

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
Article VI

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. 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 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.