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 14th day of December, 2011, at 7:30 p.m. The meeting will be held the A-109/112 Conference Room, Community Campus, 401 N. Bonita Avenue, Tucson, Arizona 85709-5000. 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 9th day of December 2011.

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

By: __________________________
Roy Flores

Distribution:

Buildings: City
            County

Campuses: Community
          Desert Vista
          Downtown
          East
          Maintenance and Security
          Northwest
          West
NOTICE OF REGULAR GOVERNING BOARD MEETING

7:30 p.m.
Community Campus
A-109/112
401 N. Bonita Avenue
Tucson, AZ 85709-5000

AGENDA FOR MEETING*

General Matters/Reports

1. Call to Order

2. Pledge of Allegiance

Public Comment and Reports

3. Public Comment – Call to Audience

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, individual Board members may respond to criticism made by those who addressed 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.

4. Reports by Staff Representatives
   - Staff Representatives Rose Bolz and Timothy Kelliher will provide highlights from the Staff Council meeting of December 2. Highlights will include: Web redesign presentation, reports from Liaison, Provost; report on Staff Council fundraiser; and announcement of elections results for Staff Council.
5. Reports by Student Representatives
   - Student Representatives Amber Bright and Mari Guillen will highlight recent activities at the Community, Desert Vista, Downtown, East, Northwest and West Campuses. Highlights will include: Merry Christmas event for La Posada del Sol, Senior Assisted Living; Student Government sponsored American Red Cross Blood Drive; Family Literacy Leadership Council Merge kick off; Marana Community Food Bank and Interfaith Community Services food drive.

6. Reports by Faculty Representatives
   - Faculty Representatives Kimlisa Duchicela and Patty Figueroa will provide highlights from the Faculty Senate meeting of December 2. Highlights will include: Announcement of Senate Officers Elections; All Faculty Day; reports from PCCEA, Provost and Adjunct Faculty Department Chair.

7. Governing Board Member Reports
   - The Chairperson, Secretary and/or members of the Governing Board may report on recent events at or involving the College.

8. Chancellor’s Report
   - If present, Chancellor Roy Flores may report on current events at or involving the College. The Chancellor may also provide information to the Governing Board on the following topics: Changes being considered and/or made to College processes and systems, Legislative and Budget Updates.
     - Festival of Democracy Update – Christy Yebra, Events Coordinator
     - The Festival of Democracy celebrates our representative form of government with a fun-filled morning of activities for the entire family. The festival, part of citywide BEYOND events marking the first anniversary of the January 8th shootings, will be held at West Campus, 2202 W. Anklam Road.
     - New Web Redesign, highlighting ease of use and navigation – Cindy Dooling, Vice Chancellor for Information Technology
     - Plaque for Student Representative Mari Guillen

   - Preliminary 2011/12 fiscal year results through October 2011

Information Items

10. Separations from Employment
11. Student Aide Hires

12. Unclassified Pay Rates for Temporary Employees
   - Establish a new category of work in the Unclassified Rates of Pay for temporary employment required to support student performance productions (music and theater).

Action Items

13. Approval of Minutes
    Regular Meeting of November 9, 2011

14. Consent Agenda

14.1 New Appointments
   - Administration is requesting approval to hire the following individuals: Joshua Blum, Police Officer-In-Training; Ramona Eason, Public Safety Dispatcher; Amado Gonzalez, Police Officer-In-Training; Colin Keating, Police Officer-In-Training; Sandra McPherson, Nursing Instructor-CTD; Gustavo Miranda, Laboratory Specialist; Matthew W Quay, Support Specialist; Walton Sarrels, Instructor-Solar Installation Technology; Satsuki Uno, Laboratory Technician and Sarah White, Support Assistant.

14.2 Adjunct Faculty Appointments
   - Administration is requesting that the individuals listed as certified adjunct applicants be approved for use as a pool of employees for current and future adjunct faculty assignments and as temporary non-credit instructors: Eric J. Aldrich, Literature, Writing (Academic); Mary-Chistine Beck, Student Success (Academic Limited Exemption); Cornelius L. Bledsoe, Computer Information Systems (Occupational/Workforce), Computer Software Applications, (Occupational/Workforce); Robert E. Bonem, J.D., Psychology (Academic); Diana Burge, Business, Management & Marketing (Academic); Kevin J. Carroll, Computer Information Systems (Occupational/Workforce); Stephen P. Davis, Anthropology (Academic); Damian H. Gilling, Ph.D., Biology (Academic); Marlena L. Goodsett, Writing (Academic); Robert I. Greene, Engineering (Academic), Mathematics (Academic); Amy Elizabeth Grey, History (Academic); John E. Heffron, Writing, Literature (Academic); Rachell L. Hochheim, Early Childhood Education (Occupational/Workforce), Education (Academic); Katherine F.
14.3 Temporary Appointments

- Administration is requesting that the individuals listed be employed as temporary employees. Individuals may be used as a pool of employees for current and future temporary assignments: Hala Abdulhameed, Instructional Aide; Ivette Arias, Instructional Aide; Gavi Baker, Instructional Aide; Ellen Blumberg, Substitue Librarian; Debra Boss, Substitute Instructor; Hanh Chu, Instructional Aide; Benjamin Cromey, Tutor I; Robert Cunningham, Temporary Counselor; Leslise Djouwe, Tutor I; Derrick Douglas, Tutor I; Emily Foval, Support Technician; Christoper Hatton, Tutor I; Adam James, Tutor I; Jane Kemsley, Tutor I; Shivali Khopkar, Instructional Aide; Holly Ledcke, Substitute Instructor; Saundra Levitz, Art Model II; Nicole Lewis, Tutor II; Pedro Machado, Instructional Aide; Edward Martin, Instructional Aide; Eldon Mauldin, Van Driver; Laura Mobula, Instructional Aide; Mayra Moreno, Instructional Aide; Justin Morrow, Tutor I; Kyleigh Nelson, Laboratory Technician; Cheri Newton, Substitute Instructor; Eileen Oakes, Fiscal Support Specialist; Clinton Owner, Tutor I; Fabiola Palazuelos, Office Aide; Yummina Qureshi, Instructional Aide; Jacqueline Rios, Instructional Aide; Danielle E. Sheller, Tutor I; Ashley A. Scott, Tutor I; Viktoriya Stavesky, Substitute Instructor; Colin Sullivan, Tutor I; Ruth Tapia, Support Assistant; Jesus Villezcas, Instructional Aide; Clarence Williams, Instructional Aide; and Chang Xu, Instructional Aide.

14.4 Contract Proposal: Consultant to Write Proposals for the United States Department of Education, Title III, Part A and Title III, Part F (HSI-STEM) Grant Programs

- Approval requested to hire grant consultant, Ramona Munsell & Associates, to provide consultation services to assist in establishing eligibility and developing one Title III Part A application for the Northwest Campus and one Title III Part F (HSI-STEM) application
for the West Campus. The total amount to be paid over the life of the contract is $360,078.

14.5 Memorandum of Understanding: Department of Defense Voluntary Education Partnership

- This agreement specifies the terms and conditions under which educational programs with the Department of Defense shall be offered beginning with the spring, 2012 semester. The terms and conditions are consistent with those under which the District is currently operating. The agreement will formalize these elements of the relationship.

Adjournment

Annual Meeting
January 11, 2012, 5:00 p.m.
District Office
Community Board Room
4905 E. Broadway
Tucson, AZ 85709-1010

Regular Meeting
January 11, 2012, 7:00 p.m.
District Office
Community Board Room
4905 E. Broadway
Tucson, AZ 85709-1010

* Option to recess into legal advice executive session — Pursuant to A.R.S. §38-431.03(A)(3) the Governing Board may vote to go into executive session for the purpose of obtaining legal advice from its legal counsel with respect to any item listed on this agenda or any addendum thereto.

* Additional Information — Additional information about the above agenda items can be found in the Governing Board packet that is available for review on the College’s website at www.pima.edu/board/packets.
**GENERAL MATTERS/REPORTS**

**Meeting Date:** 12/14/11  
**Item Number:** 1-8

<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>
<tr>
<td>1. Call to Order</td>
<td></td>
</tr>
<tr>
<td>2. Pledge of Allegiance</td>
<td></td>
</tr>
<tr>
<td>3. Public Comment</td>
<td></td>
</tr>
<tr>
<td>4. Reports by Staff Representatives</td>
<td></td>
</tr>
<tr>
<td>5. Reports by Student Representatives</td>
<td></td>
</tr>
<tr>
<td>6. Reports by Faculty Representatives</td>
<td></td>
</tr>
<tr>
<td>7. Governing Board Member Reports</td>
<td></td>
</tr>
<tr>
<td>8. Chancellor’s Report</td>
<td></td>
</tr>
</tbody>
</table>

**Approval**

Chancellor  
Dr. Roy Flores
Attended are the financial statements showing preliminary 2011/12 fiscal year results through October 2011. Time will be provided to discuss College fiscal matters.

Justification:

Pima Community College is continuing the year largely as expected, with positive net assets reported through the end of October. As indicated in the Statement of Revenues, Expenses, and Changes in Net Assets, the year-to-date increase in net assets through month end is approximately $3.2 million, which is lower than the previous year’s $18.7 million. Principally, this decrease is due to the timing of primary property tax receipts through October compared to the same period last year. The early November receipts are higher than the same period last year, and we are estimating the November total to be close to prior year trends. It is also worth noting that we expect to see lower increases in net assets for most of the remainder of the year as a result of our substantially lower secondary tax levy.

In terms of operational performance, General Fund revenues and expenditures are in line with budget and our expectations. Personal services expenditures and commitments are 72.4 percent of budget, which is somewhat lower than the previous year. Services and supplies expenditures and commitments are approximately 55.4 percent of the budget, which is slightly higher than the previous year.

Statement of Net Assets

As shown in The Statement of Net Assets, total net assets at the end of October were $220.2 million, which is an increase of $2.3 million compared to the same time last year.
### Statement of Net Assets
October 31, 2011
(Prepared)

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CURRENT FUNDS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General</td>
<td>Auxiliary and Restricted</td>
<td>Plant and Other Funds</td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>72,038,775</td>
<td>5,925,984</td>
</tr>
<tr>
<td><strong>Noncurrent Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted Cash and Cash Equivalents</td>
<td>145,382</td>
<td>145,382</td>
</tr>
<tr>
<td>Notes Receivable (net of allowances)</td>
<td>1,156,962</td>
<td>1,156,962</td>
</tr>
<tr>
<td>Other Long-term Investments</td>
<td>873,387</td>
<td>873,387</td>
</tr>
<tr>
<td>Capital Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>15,291,311</td>
<td>15,291,311</td>
</tr>
<tr>
<td>Buildings &amp; Leasehold improvements (net of depreciation)</td>
<td>96,262,935</td>
<td>96,262,935</td>
</tr>
<tr>
<td>Construction in Progress</td>
<td>171,778</td>
<td>171,778</td>
</tr>
<tr>
<td>Equipment (net of depreciation)</td>
<td>3,084,424</td>
<td>3,084,424</td>
</tr>
<tr>
<td>Library Books (net of depreciation)</td>
<td>1,930,512</td>
<td>1,930,512</td>
</tr>
<tr>
<td><strong>Total Noncurrent Assets</strong></td>
<td>873,387</td>
<td>118,043,304</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>72,912,162</td>
<td>5,925,984</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>2,425,837</td>
<td>2,425,837</td>
</tr>
<tr>
<td>Accounts Payable and Accrued Liabilities</td>
<td>(2,136,802)</td>
<td>37,276</td>
</tr>
<tr>
<td>Deposits Held in Custody</td>
<td>476,886</td>
<td>476,886</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>5,148,298</td>
<td>37,276</td>
</tr>
<tr>
<td>Noncurrent Liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td>5,650</td>
<td>5,650</td>
</tr>
<tr>
<td>Long-term Liabilities</td>
<td>2,393,400</td>
<td>8,465,000</td>
</tr>
<tr>
<td><strong>Total Noncurrent Liabilities</strong></td>
<td>2,399,050</td>
<td>8,465,000</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>7,547,348</td>
<td>37,276</td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td>65,364,814</td>
<td>5,888,708</td>
</tr>
</tbody>
</table>

**Invested in Capital Assets (net of related debt):**
- Loans: $108,025,960
- Debt Service: $1,841,715
- Grants and Contracts: $2,572,838
- Unrestricted: $65,364,814

Total Net Assets: $217,955,056
PIMA COUNTY COMMUNITY COLLEGE DISTRICT

Statement of Revenues, Expenses and Changes in Net Assets
For Four Months Ending October 31, 2011

<table>
<thead>
<tr>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CURRENT FUNDS</strong></td>
<td><strong>Prior Year</strong></td>
</tr>
<tr>
<td></td>
<td>Totals as of</td>
</tr>
<tr>
<td></td>
<td>October 31, 2010</td>
</tr>
<tr>
<td><strong>OPERATING REVENUES</strong></td>
<td></td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>26,392,406</td>
</tr>
<tr>
<td>Contracts</td>
<td>850,647</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>665,768</td>
</tr>
<tr>
<td>Commission and Rents</td>
<td>9,268</td>
</tr>
<tr>
<td>Other Operating Revenues</td>
<td>3,616</td>
</tr>
<tr>
<td><strong>Total Operating Revenues</strong></td>
<td>27,408,455</td>
</tr>
<tr>
<td></td>
<td>831,798</td>
</tr>
<tr>
<td><strong>OPERATING EXPENSES</strong></td>
<td></td>
</tr>
<tr>
<td>Educational and General</td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>15,560,256</td>
</tr>
<tr>
<td>Academic Support</td>
<td>7,352,470</td>
</tr>
<tr>
<td>Student Services</td>
<td>6,177,448</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>9,385,888</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>3,708,431</td>
</tr>
<tr>
<td>Depreciation</td>
<td>2,324,034</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>521,762</td>
</tr>
<tr>
<td>Auxiliary Enterprises</td>
<td>257,925</td>
</tr>
<tr>
<td>Contingency</td>
<td>16,244</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>42,722,599</td>
</tr>
<tr>
<td></td>
<td>30,419,808</td>
</tr>
<tr>
<td><strong>Net Operating Gain (Loss)</strong></td>
<td>(15,314,144)</td>
</tr>
<tr>
<td></td>
<td>(29,588,010)</td>
</tr>
<tr>
<td><strong>NONOPERATING REVENUES (EXPENSES)</strong></td>
<td>(5,267,332)</td>
</tr>
<tr>
<td></td>
<td>(50,169,486)</td>
</tr>
<tr>
<td>State Appropriations</td>
<td>3,573,200</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>21,046,916</td>
</tr>
<tr>
<td>Federal Grants</td>
<td>27,665,286</td>
</tr>
<tr>
<td>State and Local Grants</td>
<td>11,429</td>
</tr>
<tr>
<td>State Shared Sales Taxes</td>
<td>432,842</td>
</tr>
<tr>
<td>Gifts</td>
<td>209</td>
</tr>
<tr>
<td>Investment Income</td>
<td>15,476</td>
</tr>
<tr>
<td><strong>Net Nonoperating Revenues</strong></td>
<td>24,635,753</td>
</tr>
<tr>
<td></td>
<td>28,109,008</td>
</tr>
<tr>
<td>Income before Other Revenues, Expenses, Gains, or Losses</td>
<td>(1,478,402)</td>
</tr>
<tr>
<td>Transfers</td>
<td>(5,095,668)</td>
</tr>
<tr>
<td><strong>Increase (Decrease) in Net Assets</strong></td>
<td>4,225,941</td>
</tr>
<tr>
<td></td>
<td>(4,460,402)</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td></td>
</tr>
<tr>
<td>Net Assets - Beginning of Year</td>
<td>61,138,873</td>
</tr>
<tr>
<td></td>
<td>10,349,110</td>
</tr>
<tr>
<td></td>
<td>145,521,508</td>
</tr>
<tr>
<td></td>
<td>217,009,491</td>
</tr>
<tr>
<td>Net Assets - End of Period</td>
<td>65,364,814</td>
</tr>
<tr>
<td></td>
<td>5,888,708</td>
</tr>
<tr>
<td></td>
<td>148,972,226</td>
</tr>
<tr>
<td></td>
<td>220,225,748</td>
</tr>
</tbody>
</table>

$217,955,056
## Summary of Expenditures and Encumbrances - General Fund - Budget and Actual

For Four Months Ending October 31, 2011

<table>
<thead>
<tr>
<th>EXPENDITURES BY FUNCTION</th>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>Educational and General</td>
<td></td>
<td>%</td>
</tr>
<tr>
<td>Instruction</td>
<td>60,454,088</td>
<td>35,614,673</td>
</tr>
<tr>
<td>Academic Support</td>
<td>24,213,126</td>
<td>18,261,726</td>
</tr>
<tr>
<td>Student Services</td>
<td>20,426,847</td>
<td>15,680,865</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>35,318,770</td>
<td>21,627,675</td>
</tr>
<tr>
<td>Operation and Maintenance of Plant</td>
<td>12,244,481</td>
<td>8,681,738</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>1,196,000</td>
<td>521,762</td>
</tr>
<tr>
<td>Other Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers</td>
<td>5,095,000</td>
<td>5,095,668</td>
</tr>
<tr>
<td>Fund balance reserved for contingency</td>
<td>5,104,689</td>
<td>16,244</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>164,053,001</td>
<td>105,500,350</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES BY ACCOUNT</th>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>Personal Services</td>
<td></td>
<td>%</td>
</tr>
<tr>
<td>Administrative Personnel</td>
<td>6,522,000</td>
<td>6,201,925</td>
</tr>
<tr>
<td>Faculty</td>
<td>23,747,000</td>
<td>21,520,456</td>
</tr>
<tr>
<td>Additional Compensation - Faculty</td>
<td>1,107,624</td>
<td>627,584</td>
</tr>
<tr>
<td>Adjunct Faculty</td>
<td>15,553,995</td>
<td>8,431,822</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>37,877,599</td>
<td>35,859,855</td>
</tr>
<tr>
<td>Other Compensation</td>
<td>4,276,702</td>
<td>3,957,624</td>
</tr>
<tr>
<td>Student Employment / Workstudy</td>
<td>12,000</td>
<td>2,753</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>26,915,334</td>
<td>7,380,829</td>
</tr>
<tr>
<td>Total Personal Services</td>
<td>116,012,254</td>
<td>83,982,848</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Services and Supplies</th>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>Communications and Utilities</td>
<td>5,551,160</td>
<td>1,855,581</td>
</tr>
<tr>
<td>Travel</td>
<td>2,745,504</td>
<td>538,751</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>10,994,254</td>
<td>8,677,546</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>7,286,140</td>
<td>2,912,314</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>1,196,000</td>
<td>521,762</td>
</tr>
<tr>
<td>Current Fixed Charges</td>
<td>2,374,194</td>
<td>2,205,774</td>
</tr>
<tr>
<td>Total Services and Supplies</td>
<td>30,147,252</td>
<td>16,711,728</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other Expenditures</th>
<th>FY 2011/12</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ADJUSTED BUDGET</td>
<td>TOTAL COMMITTED AMOUNT</td>
</tr>
<tr>
<td>Capital Equipment</td>
<td>356,000</td>
<td>100,473</td>
</tr>
<tr>
<td>Transfers</td>
<td>5,095,000</td>
<td>5,095,668</td>
</tr>
<tr>
<td>Other Expenditures</td>
<td>1,212,000</td>
<td>(406,010)</td>
</tr>
<tr>
<td>Contingency and Reserves</td>
<td>11,230,495</td>
<td>15,643</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>164,053,001</td>
<td>105,500,350</td>
</tr>
</tbody>
</table>

---

**TOTALS**

<table>
<thead>
<tr>
<th>FY 2011/12</th>
<th>164,053,001</th>
<th>105,500,350</th>
<th>64.3</th>
<th>58,552,651</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2010/11</td>
<td>132,724,563</td>
<td>70.7</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
INFORMATION ITEM

Meeting Date: 12/14/11

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

Recommendation:

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

Retirements

Hale, Ronald
Instructional Faculty-Automotive Technology
DC-Automotive
Effective: 12/16/11

Ronald Hale began employment with the College in 1997 as instructional faculty. He also served as adjunct faculty and is retiring from Downtown Campus as instructional faculty in Automotive Technology.

Myers, Ann
Fiscal Support Specialist
DO-Bursar’s Office
Effective: 1/18/12

Ann Myers began employment with the College in 2005 as a fiscal support specialist. She is retiring from the District Office as a fiscal support specialist.

Nay, William
Program Coordinator
CO-Fiscal and Plant Operations
Effective: 11/30/11

William Nay began employment with the College in as a maintenance technician. He also served as acting trade supervisor and acting environmental services coordinator, and is retiring as program coordinator from Maintenance and Security.

(Continued)
Prieto, Lina P.
Support Technician
CC-Adult Education
Effective: 12/2/11

Lina Prieto began employment with the College in 2000 as a support technician for Adult Education. She also worked for Project Raise. She is retiring as support technician from Community Campus.

Separations from Employment

Arvizu, Veronica
Student Services Specialist
DO-Financial Aid Operations
Effective: 1/4/12
Reason: Family

Campas, Suzette E.
Student Services Advanced Specialist
NW-Enrollment Services
Effective: 11/21/11
Reason: Other employment

Cresawn, James
IT Advanced Analyst
DO-Information Technology
Effective: 12/9/11
Reason: Other employment

DeFrain, Erica
Educational Support Faculty-Librarian
DC-Instruction/Academic Services
Effective: 12/20/11
Reason: Other employment

Van Renterghem, Katie J.
Business Systems Analyst
DO-Employee Relations Operations
Effective: 11/23/11
Reason: Personal

(Continued)
Separations from Employment

Date: 12/14/11
Page 3

Approvals

Contact Person

Janet L. May

Chancellor

Dr. Roy Flores
INFORMATION ITEM

Meeting Date: 12/14/11

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

Recommendation:

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

Anderson Charis
Apostol Farianne
Callison Breanna
Canett Nicole
Gomez Cristian
Guerrero Karen
Luna Michael
McGinnis Christine
McNeil Autumn
Miller Andrea
Mohamed Abdi
Neuhardt Timothy
Ponce Paola
Robinson Taylor
Roll Sonja
Saldivar Elizeba
Thomas Raymond
Williams Brianna
Winfield Katherine

Approvals

Contact Person

Janet L. May

Chancellor

Dr. Roy Flores
Meeting Date: 12/14/11

Item Number: 12

Item Title: Unclassified Pay Rates for Temporary Employment

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

Recommendation:

The Chancellor recommends that the Board of Governors approve the Unclassified Pay Rates for the West Campus Performing Arts.

Justification:

Establish a new category of work in the Unclassified Rates of Pay for temporary employment required to support student performance productions (music and theater). The salary ranges provide flexibility and employment continuity for a production or the academic year. The rate of pay for work is consistent with the compensation established for a full-time faculty member supplemental assignment as stated in the Faculty Personnel Policy Statement.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Title</th>
<th>Rate of Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>PACH</td>
<td>Choreographer</td>
<td>$2200 per production</td>
</tr>
<tr>
<td>PAMD</td>
<td>Musical Director</td>
<td>$2200 per production</td>
</tr>
<tr>
<td>PADD</td>
<td>Drama Production Director</td>
<td>$3550 per production</td>
</tr>
<tr>
<td>PABD</td>
<td>Band Director</td>
<td>$3550 per Academic Year</td>
</tr>
<tr>
<td>PACD</td>
<td>Chorale Director</td>
<td>$3550 per Academic Year</td>
</tr>
</tbody>
</table>

The Choreographer is responsible for preparing the cast of the annual main stage musical on all aspects of movement, dance and music numbers requiring choreography.

The Musical Director implements vocal rehearsals and musical vision for the annual main stage musical.

The Drama Production Director is responsible for overseeing all aspects of a College theatrical production including musicals.

The Band Director and the Choral Director oversee multiple musical performances.

(Continued)
Additionally, it is requested temporary technical work of a Costumer be included under the existing job title of Event Assistant II.

**Financial Consideration:**

It is expected that current funding sources will be sufficient as allocated or accommodated through appropriate budget adjustments for the remainder of this fiscal year.

---

**Approvals**

Contact Person: Janet L. May

Chancellor: Dr. Roy Flores
**Meeting Date:** 12/14/11  

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>Unapproved Minutes of the Regular Meeting November 9, 2011</td>
<td>Chancellor's Office (206-4747)</td>
</tr>
</tbody>
</table>

**Recommendation:**

The unapproved minutes of the Regular Meeting of November 9, 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, November 9, 2011 at 7:00 p.m., in the Community Board Room, District Office, 4905 E. Broadway, Tucson, AZ 85709-1010.

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

BOARD REPRESENTATIVES
Rose Bolz, Staff
Amber Bright, Student
Mari Guillen, Student
Kimlisa Duchicela, Faculty
Patricia Figueroa, Faculty

RECORDING SECRETARY
Angela Wesson

ADMINISTRATION
Lou Albert, President West Campus
Doreen Armstrong, Assistant Vice Chancellor, Employee Services
Stella Bay, Executive Director, Department of Public Safety
David Bea, Executive Vice Chancellor, Finance and Administration
Johnson Bia, President, Desert Vista Campus
John Carroll, Vice President of Instruction
Luba Chliwniak, President, Downtown Campus
Aubrey Conover, Vice President of Student Development
Cindy Dooling, Acting Vice Chancellor, Information Technology
Charlotte Fugett, President, East Campus
Deborah Gaddy, Academic Dean
Mary Beth Ginter, Academic Dean
John Gillis, Academic Dean

Diane Groover, Assistant Vice Chancellor, Finance
Jerry Haynes, Vice President of Student Development
William Howard, Assistant Vice Chancellor, Business Services
Alex Kajstura, President, Northwest Campus
C.J. Karamargin, Vice Chancellor, Public Information and Government Relations
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, Community Campus
Lorraine Morales, Vice President of Student Development
Brigid Murphy, Vice President of Instruction
Ann Parker, Vice President of Student Development
Nicola Richmond, Executive Director, Institutional Research
Ted Roush, Vice President of Instruction
Nancy Russell, Academic Dean
Edgar Soto, Executive Director, Athletics
Nancy Sorenson, Vice President of Student Development
Stan Steinman, Academic Dean
Anne Vosberg, Vice President of Student Development
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 7:10 p.m.

Pledge of Allegiance

Scott Stewart led the Pledge of Allegiance.

Recognition Awards

Chairperson Cortez indicated that part of the agenda would be taken out of order to recognize and present awards to students, employees and community members.

Public Comment and Reports

Public Comment

Mr. Kirby Tatum addressed the Board regarding his concerns with the Financial Aid verification process. Mr. Tatum stated that the process is very cumbersome and each time one calls, they receive a different answer and he is asking the Board and administration to look at the current system to see how to improve it.

Staff Representatives

Rose Bolz and Tim Kelliher reported on the November 4 Staff Council meeting. Highlights included the following:

Provost Report previously made to Staff Council — Dr. Miles informed Staff Council that Dr. Flores sends his greetings and is doing very well. She also noted that the opening of the Veterans’ Center at Downtown Campus is Thursday, November 10 and the next Speaker Series is scheduled for Tuesday, November 15. Liaison Report previously made to Staff Council—Vice Chancellor May reported on the October recruitment statistics; reminder of change in process for transferring sick leave to annual leave; and draft copies of the Organization Charts have been released. ACES Report: Andrew Plucker reported on their first meeting and thanked everyone for their support with the ACES barbecues. Council Report: The sale of T-shirts for the Gabe Zimmerman Scholarship Fund, to date has produced $6,420.00 with a profit of $2,900.00. The next Staff Council meeting will be held on Friday, December 2, 2011.
Student Representatives

Amber Bright and Mari Guillen reported on recent events from each campus. Highlights include: Community Campus: Two adult education students along with two alumni from El Rio Learning Center helped organize the 7th Annual Adult Learner Institute in Sacramento, California. Desert Vista Campus: Native American Student Association Celebration cultural event – November 16. Downtown Campus: The Student Veterans Center will have its Grand Opening on Thursday, November 10 at 2 pm. East Campus: Student Life collaborated with TPD on their current project – “Picture a Safer Tucson Campaign” November 16. Northwest Campus: Student Life will be sponsoring a pancake breakfast on November 10 to honor and recognize Veterans and active military personnel. West Campus: Three students will be attending the NASPA Western Regional Conference in San Diego, California, November 16-19.

Faculty Representatives

Patty Figueroa and Kimlisa Duchicela shared information about activities and communications that occurred at the November 4 Faculty Senate Meeting, including the following: Dr. Nicola Richmond updated Senate on the CCSS (Community College Service of Student Engagement) survey results. Rita Flattley reported that PCCEA held their elections. Adjunct Faculty Chair Mary Mitchell shared that the “I Accept” button is in process. Dr. Suzanne Miles noted that Dr. Flores sends his greetings and is doing very well; the 2012 Speaker Series begins in February 2012; information on “Pathways” has been followed up with the Presidents and presentations will be made. Dr. James Sanchez, Psychologist was introduced and shared his background.

Board Member Scott Stewart asked for clarification of the “I Accept” button. The button is being added to make sure students enrolling understand what their rights and responsibilities are.
Motion to Authorize Executive Session PASSES

Report — Chairperson of the Board

Motion No. 7038

Scott Stewart – M, Brenda Even – S, to authorize an Executive Session of the Board of Governors on December 14, 2011.

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

Chairperson Cortez wished everyone a safe Thanksgiving and Holiday season.

Report — Secretary of the Board

There was no report.

Chancellor’s Report

Dr. Suzanne Miles noted that the Chancellor’s health is improving and should be back to work full-time after the Thanksgiving holiday. Dr. Miles also extended congratulations to the new PCCEA team and thanked Scott Collins and Sue Jensen for their hard work. Dr. Miles reminded everyone that the new Student Veterans Center will have their Grand Opening on November 10 at 2 pm in the Amethyst Room.

Dr. Miles introduced Frank Velásquez Jr., Program Coordinator of Adelante Study and Ireri Valenzuela-Vergara, MDRC Liaison, who provided an overview of the Adelante program. Adelante is part of a national Performance-Based Scholarship (PBS) demonstration study. They will return in one year with data updates.

Report — September 2011 Financial Statements

Dr. David Bea, Executive Vice Chancellor for Finance and Administration, reviewed the financial statements for the period ending September 2011. He noted the increase in net assets through month end, is approximately $0.1 million, which is lower than the previous year’s $7.7 million.
Information Items

Separations from Employment

Student Aide Hires

Arizona Minimum Wage Increase for Unclassified Pay Rates for Temporary Employment

These items were noted as information items.

Action Items

Approval of Minutes

Motion No. 7039

Scott Stewart– M, David Longoria – S, to approve the Minutes of the Regular Meeting of October 19, 2011.

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

Consent Agenda

Board Member Even requested that Items 15.7 Intergovernmental Agreement and Partnership Program Addendum: Sonoita-Elgin Fire District; 15.8 Intergovernmental Agreement and Partnership Program & Vehicular Training Addendum: Avra Valley Fire District; and 15.9 Lease: Public Safety and Emergency Services Institute, 4211 South Santa Rita Avenue, Tucson, be pulled and voted on separately.

Motion No. 7040

Scott Stewart– M, David Longoria – S, to approve the Consent Agenda as presented, (except for items 15.7, 15.8, and 15.9).

15.1 New Appointments
15.2 Adjunct Faculty Appointments
15.3 Temporary Appointments
15.4 Grant Proposal: National Science Foundation, Science, Technology, Engineering and Mathematics Talent Expansion (STEP), Foundations in Math for Science (FIMS)
15.5 Grant Proposal: United States Department of Education, Hispanic-Serving Institutions, Science, Technology, Engineering, & Mathematics (HSI-STEM), Building Foundations for STEM Success

15.6 Grant Proposal: National Science Foundation, Science, Technology, Engineering and Mathematics Talent Expansion (STEP), Multi-Discipline Integrated Learning Environment to Increase STEM Student Graduates (MILE2STEM)

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

The three items that had been pulled from the consent agenda — consent agenda items 15.7, 15.8, and 15.9 were then addressed. These items are:

Intergovernmental Agreement and Partnership Program Addendum: Sonoita-Elgin Fire District — (consent agenda item 15.7)

Intergovernmental Agreement and Partnership Program & Vehicular Training Addendum: Avra Valley Fire District — (consent agenda item 15.8)

Lease: Public Safety and Emergency Services Institute, 4211 South Santa Rita Avenue, Tucson — (consent agenda item 15.9)

Motion No. 7041

David Longoria – M, Scott Stewart – S, to renew the umbrella Intergovernmental Agreement (IGA) between Pima County Community College District and the Sonoita-Elgin Fire District and to renew the IGA between Pima County Community College District and the Avra Valley Fire District and also to approve the lease renewal amendment between Pima County Community College District and the landlord, Ronald Brown, for the use of approximately 9,500 square feet of space at 4211 South Santa Rita Avenue, Tucson for the period November 1, 2011 to October 31, 2013.

Vote: Board members present other than Board member Brenda Even voted “aye” by voice vote. Brenda Even – abstained. Motion carried.
Motion to Approve
Lease: TUSD Roberts Elementary School
PASSES

Lease: Tucson Unified School District, Roberts Elementary School

Motion No. 7042

David Longoria - M, Scott Stewart - S, to approve a lease agreement with Tucson Unified School District (TUSD) for the use of approximately 43,000 square feet at 4355 East Calle Aurora, the location of Roberts Elementary School. The initial monthly rental rate will be $5,833.33 ($70,000 per year) plus fees and taxes. As part of the agreement, the College will make a minimum $300,000 capital investment for parking and other improvements required at the facility.

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

Adjournment

Motion No. 7043

Scott Stewart - M, Brenda Even - S, to adjourn the meeting.

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

The meeting adjourned at 8:25 p.m.

__________________________
Secretary

__________________________
Date
## ACTION ITEM

**Meeting Date:** 12/14/11

### Item Title

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Item Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.1</td>
<td>New Appointments</td>
</tr>
<tr>
<td>14.2</td>
<td>Adjunct Faculty Appointments</td>
</tr>
<tr>
<td>14.3</td>
<td>Temporary Appointments</td>
</tr>
<tr>
<td>14.4</td>
<td>Contract Proposal: Consultant to Write Proposals for the United States</td>
</tr>
<tr>
<td></td>
<td>Department of Education, Title III, Part A and Title III, Part F (HSI-STEM)</td>
</tr>
<tr>
<td></td>
<td>Grant Programs</td>
</tr>
<tr>
<td>14.5</td>
<td>Memorandum of Understanding: Department of Defense Voluntary Education</td>
</tr>
<tr>
<td></td>
<td>Partnership</td>
</tr>
</tbody>
</table>

### Contact Person

Chancellor’s Office  
(206-4747)

### Recommendation:

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

14.1 New Appointments  
14.2 Adjunct Faculty Appointments  
14.3 Temporary Appointments  
14.4 Contract Proposal: Consultant to Write Proposals for the United States Department of Education, Title III, Part A and Title III, Part F (HSI-STEM) Grant Programs  
14.5 Memorandum of Understanding: Department of Defense Voluntary Education Partnership

---

**Approval**

Chancellor

Dr. Roy Flores
ACTION ITEM

Meeting Date: 12/14/11

Item Title | Contact Person
---|---
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.

Staff:

**Blum, Joshua**
- Police Officer–In-Training
- Hourly Rate: $18.90
- Effective: 1/3/12*
- District Office, Public Safety
- Education: Bachelor of Arts, Criminal Justice, San Francisco State University, San Francisco, California
- Experience: Mr. Blum has four years experience as a community assistant with the San Francisco State University Housing department and two months experience as an explorer for the Orange County Sheriff’s department.
- Recruitment Overview:
  - An external recruitment was conducted. Sixty-four applications were received and reviewed. Thirty-eight applicants were invited to test and twenty-two applicants were invited to interview. The finalists were interviewed by Dr. David Bea, Executive Vice Chancellor for Finance and Administration and Stella Bay, Executive Director, Department of Public Safety.

*This is a contingent offer of employment based on the successful completion of medical and physical examinations.

**Eason, Ramona**
- Public Safety Dispatcher
- Hourly Rate: $16.25
- Effective: 1/3/12
- District Office, Public Safety
- Education: Coursework, Rio Salado College, Tempe, Arizona and Pima Community College
- Experience: Ms. Eason has eleven years experience as a 911 dispatcher for the Pima County Sheriff’s department in Tucson, Arizona. She also has one year experience as a temporary part-time public safety dispatcher for Pima Community College.

(Continued)
Recruitment Overview:
An external recruitment was conducted. One hundred and three applications were received. Seventeen applicants were invited to take the Critical Public Safety test. Six applicants were invited to interview. The finalists were interviewed by Dr. David Bea, Executive Vice Chancellor for Finance and Administration and Stella Bay, Executive Director, Department of Public Safety.

Gonzalez, Amado  
**Police Officer–In-Training**
Hourly Rate: $19.38*  
District Office, Public Safety
Effective: 1/3/12  
Selected to fill an open position
Education: Bachelor of Science, Computer Engineering, Instituto Tecnologico Superior, Cananea, Mexico; Masters of Business Administration, Universidad Autonoma de Chihuahua, Juarez, Mexico
Experience: Mr. Gonzalez has one year experience as a police officer trainee with the Tucson Police department. He also has four years experience as a programmer for Grupo, Mexico in Cananea, Mexico; two years experience as a human resources assistant for Breed S.A. de C.V. and two years experience as a project assistant for DG Proyecot y Contruccion, both in Agua Prieta, Mexico; and four years experience as a partner and general manager for Advanced Landscaping/Desert Lily LLC and one year experience as a pest control technician for Arizona Pest Control, both in Tucson, Arizona. Mr. Gonzalez is Arizona Police Officer Standards and Training, AZPOST, certified as a police officer.

Recruitment Overview:
An external recruitment was conducted. Sixty-four applications were received and reviewed. Thirty-eight applicants were invited to test and twenty-two applicants were invited to interview. The finalists were interviewed by Dr. David Bea, Executive Vice Chancellor for Finance and Administration and Stella Bay, Executive Director, Department of Public Safety.

*This is a contingent offer of employment based on the successful completion of medical and physical examinations.*

Keating, Colin  
**Police Officer–In-Training**
Hourly Rate: $18.90*  
District Office, Public Safety
Effective: 1/3/12  
Selected to fill an open position
Education: Bachelor of Science, Business Administration, University of Phoenix, Tucson, Arizona
Experience: Mr. Keating has nine years experience as a staff sergeant in the United States Army Reserve. He also has one year experience as a corrections officer for the Pima County Sheriff’s department; two years experience as a sales associate for Pima Ace Hardware; four years experience as the general manager of Flame Connection; three years experience as a financial advisor for Edward Jones and one year experience as an insurance broker for Keating Insurance Services, LLC, all in Tucson, Arizona.

Recruitment Overview:
An external recruitment was conducted. Sixty-four applications were received and reviewed. Thirty-eight applicants were invited to test and twenty-two applicants were invited to interview. The finalists were interviewed by Dr. David Bea, Executive Vice Chancellor for Finance and Administration and Stella Bay, Executive Director, Department of Public Safety.
*This is a contingent offer of employment based on the successful completion of medical and physical examinations.

**McPherson, Sandra**

**Nursing Instructor - CTD**

- **Salary:** $64,796  
- **Effective:** 1/3/12  
- **Education:** Bachelor of Science, Nursing, Grand Canyon University  
- **Experience:** Ms. McPherson has more than twenty years nursing experience. She has worked as principal trainer for Community Hospital Foundation, Munster, Indiana and Tucson Medical Center. She worked as a staff registered nurse for Harrison Memorial Hospital, Bremerton, Washington, UCLA Medical Center-Harbor in Torrance, California, Herman Memorial Hospital in Houston, Texas and Little Company of Mary Hospital, Torrance, California.

Recruitment Overview:
An external recruitment was conducted. Seven applications were received and reviewed. Six candidates were invited to interview. The finalist was interviewed by Dr. Johnson Bia, Campus President.

**Miranda, Gustavo**

**Laboratory Specialist**

- **Hourly Rate:** $17.22  
- **Effective:** 1/3/12  
- **Education:** Associate of Science, Associate of Liberal Arts, Pima Community College, Bachelor of Arts, Applied Mathematics, University of Arizona  
- **Experience:** Mr. Miranda has five years experience as a temporary employee at Pima Community College. He has experience as a tutor, laboratory specialist, laboratory assistant and community service officer.

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

**Quay, Matthew W.**

**Support Specialist**

- **Hourly Rate:** $16.25  
- **Effective:** 1/3/12  
- **Education:** Associate of Applied Science, Electronic Studies, Thomas Edison State College, Bachelor of Science, Parks and Recreation Management, Northern Arizona University.  
- **Experience:** Mr. Quay has three years experience as an administrative operations assistant for the United States Geological Survey. He was a United States Navy fire controlman for eight years.

Recruitment Overview:
An external recruitment was conducted. Eighty-three applications were received and reviewed. Fifteen applicants were invited to interview. The finalists were interviewed by Dr. John Carroll, Vice President of Instruction.

(Continued)
New Appointments

Sarrels, Walton  
**Instructor – Solar Installation Technology**  
Salary: $41,642  
Effective: 1/3/12  
Education: Bachelor of Science, Electrical Engineering Technology, Northern Arizona University  
Experience: Mr. Sarrels has more than 17 years experience in the solar technology field. Most recently, he was the temporary solar installation technology instructor for the College at the Wilmot Prison facility. He has two years experience as an engineering lab technician for C & D Technologies. He also worked for seven years for LTX Corporation as a field service engineer and worked nine years as an engineering associate for Burr Brown Corporation, all in Tucson, Arizona. Mr. Sarrels is the owner of Solar Turtle Corporation since 1994.

Recruitment Overview:  
An external recruitment was conducted. One application was received and reviewed. One applicant invited to interview. The finalist was interviewed by Dr. John Carroll, Vice President of Instruction.

Uno, Satsuki  
**Laboratory Technician**  
Hourly Rate: $14.31  
Effective: 1/17/12  
Education: Bachelor of Arts, Studio Arts and Arts Management, University of Arizona  
Experience: Ms. Uno has seven years experience as a temporary tutor and seven months experience as a temporary laboratory technician for Pima Community College.

Recruitment Overview:  
An external recruitment was conducted. Thirty-three applications were received and reviewed. Eight candidates were invited to interview. The finalists were interviewed by Dr. Luba Chliwniak, Campus President.

White, Sarah  
**Support Assistant**  
Hourly Rate: $12.39  
Effective: 1/3/12  
Education: Bachelor of Arts, Education, University of Arizona  
Experience: Ms. White has three years experience as a Resident Assistant for The University of Arizona, Residence Life. She also has one year experience as an Office Assistant for The University of Arizona Residential Education Department.

Recruitment Overview:  
An external recruitment was conducted. Ninety-three applications were received and reviewed. Ten candidates were invited to interview. The finalists were interviewed by Dr. Luba Chliwniak, Campus President.

Approvals

Contact Person  
Janet L. May

Chancellor  
Dr. Roy Flores
Adjunct Faculty Appointments

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.

Aldrich, Eric J.
Discipline(s): Literature, Writing (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English, Master of Arts, English, Arizona State University, Tempe, Arizona
Experience: Since Fall 2007, Mr. Aldrich has been teaching composition and literature courses at Arizona State University. He taught English Language Arts for grades 9-12 at a high school in Massachusetts.

Beck, Mary-Christine
Discipline(s): Student Success (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Science in Education, Special Education and Rehabilitation, In Progress Master of Arts, Rehabilitation, University of Arizona, Tucson, Arizona
Experience: Ms. Beck has been working as a community transition instructional specialist for Tucson Unified School District for three years. She also works as an (Continued)
accommodation aide and document conversion assistant at the Disability Resource Center at the University of Arizona. She has no formal teaching experience.

Bledsoe, Cornelius L.
Discipline(s): Computer Information Systems (Occupational/Workforce), Computer Software Applications (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Information Technology, Master of Information Systems, University of Phoenix, Phoenix, Arizona
Experience: Mr. Bledsoe has worked in the information technology field for over ten years and is currently the Information Technology Supervisor for Pima Community College’s District Office. He has no formal teaching experience.

Bonem, Robert E., J.D.
Discipline(s): Psychology (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Rhetoric, University of Illinois, Urbana-Champaign, Illinois; Bachelor of Literature, Master of Arts, Education, American Jewish University, Los Angeles, California; Master of Arts, Clinical Psychology and Counseling, Antioch University, Santa Barbara California; Juris Doctorate, University of Illinois, Urbana-Champaign, Champaign, Illinois
Experience: Mr. Bonem has been working as a Rabbi for various synagogues in California for more than two years. Prior to that, he worked as a counselor and life coach for various organizations in California. He has also worked as educator of religion and psychology over the past ten years.

Burge, Diana
Discipline(s): Business, Management, & Marketing (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Agriculture, University of Arizona, Tucson, Arizona; Master of Business Administration, Business, University of Phoenix, Phoenix, Arizona
Experience: Ms. Burge was previously working as a Hotel Restaurant Management Faculty and the Program and Curriculum Developer for Coconino Community College, Flagstaff, Arizona. She taught a wide assortment of courses: Hospitality, Food Production, Business, and Nutrition. Additionally, she worked as a general manager, corporate trainer, and as assistant store manager for Paradise Bakery and Café, Tucson, Arizona.

Carroll, Kevin J.
Discipline(s): Computer Information Systems (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Science, Information Technology, University of Phoenix, Phoenix, Arizona
Experience: Mr. Carroll works as a systems analyst for the Muscular Dystrophy Association in Tucson, Arizona. He has more than ten years experience in the technology and software development area. He has no formal teaching experience.

(Continued)
Davis, Stephen P.
Discipline(s): Anthropology (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English, Augustana College, Rock Island, Illinois; Master of Arts, Environmental and Urban Geography, Master of Arts, Anthropology, University of Illinois, Chicago, Illinois
Experience: Mr. Davis worked as a teaching assistant for more than two years for the University of Illinois in the anthropology department. He has been publishing articles for peer-reviewed journals on geography and anthropology for more than ten years.

Gilling, Damian H., Ph.D.
Discipline(s): Biology (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Genetics, Rutgers State University of New Jersey, Newark, New Jersey; Doctor of Philosophy, Microbiology, University of Arizona, Tucson, Arizona
Experience: Dr. Gilling was a microbiology graduate research associate for three years at the University of Arizona. He also was a microbiology lab teaching assistant at the University of Arizona during that same time.

Goodsitt, Marlena L.
Discipline(s): Writing (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English, Creative Writing, Western Michigan University, Kalamazoo, Michigan; Master of Arts, Written Communication, Eastern Michigan University, Ypsilanti, Michigan
Experience: Ms. Goodsitt has been working for Eastern Michigan University as an adjunct instructor of English and composition. She has been teaching writing and composition for more than four years.

Greene, Robert I.
Discipline(s): Engineering (Academic), Mathematics (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Electrical Engineering, University of Illinois Urbana-Champaign, Urbana, Illinois; Master of Science, Electrical Engineering, Santa Clara University, Santa Clara, California
Experience: Mr. Greene has 27 years of experience as an electrical engineer for various companies in Illinois, California and Arizona. He has no formal teaching experience.

Grey, Amy Elizabeth
Discipline(s): History (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Mills College, Oakland, California; Master of Arts, History, Northern Arizona University, Flagstaff, Arizona
Experience: Ms. Grey is currently working on a doctorate degree in history at the University of Arizona. She works for the Northern Arizona University Extension Campus in (Continued)
Tucson, Arizona as a program coordinator. She taught undergraduate history courses for the University of Arizona.

**Heffron, John E.**
Discipline(s): Writing, Literature (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, English, University of Cincinnati, Cincinnati, Ohio; Master of Arts, Creative Writing, The University of Alabama, Tuscaloosa, Alabama
Experience: Mr. Heffron is currently a managing editor for the *Man of the House* (online magazine) in Cincinnati, Ohio. He has more than 20 years experience as a writer, editor, reporter, and as an instructor. Mr. Heffron has published hundreds of articles and magazines. He taught writing courses for the University of Cincinnati and for the University of Alabama.

**Hochheim, Rachell L.**
Discipline(s): Early Childhood Education (Occupational/Workforce), Education (Academic)
Salary: $710 per load hour
Education: Bachelor of Science in Education, Elementary Education, Master of Education, Early Childhood Education, Northern Arizona University, Flagstaff, Arizona
Experience: Since 2010, Ms. Hochheim is the owner and lead teacher at Hochheim’s Kinder House where she teaches all subject areas to kindergarten and first grade students. Prior to that, she had worked as a kindergarten teacher for several schools in Yuma, Vail, and Tucson.

**Leith, Katherine F.**
Discipline(s): Mathematics (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Psychology, Northern Michigan University, Marquette, Michigan; All but dissertation, Wildlife and Fish Biology, Clemson University, Clemson, South Carolina with adequate graduate coursework in mathematics
Experience: Ms. Leith was a graduate teaching assistant for statistics at Clemson University for a period of two years, where she later became a doctoral research assistant performing statistical analysis of wildlife toxicology in bald eagles.

**Lentner, Laura C.**
Discipline(s): Dental Hygiene (Occupational/Workforce)
Salary: $710 per load hour
Education: Associates of Applied Science, Dental Hygiene, Kalamazoo Valley Community College, Kalamazoo, Michigan
Experience: Ms. Lentner has worked as a dental hygienist for more than 30 years. She currently works for Dr. Clyde Robinson in Tucson, Arizona. She has no formal teaching experience.

**Morris, Kimberly, Ph.D.**
Discipline(s): Psychology (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Psychology, Doctor of Philosophy, School Psychology, University of Arizona, Tucson, Arizona

(Continued)
Experience: Ms. Morris is currently working as a school psychologist for the Amphitheater School District, Tucson, Arizona. She is an Arizona licensed psychologist since September 2009. She was a graduate teaching assistant for the University of Arizona Psychology Department.

Munjal, Sapna
Discipline(s): Education, Sociology (Academic)
Salary: $710 per load hour
Education: Bachelor of Education, Kurukshetra University, Rohtak, India; Master of Education, Master of Sociology, Punjab University, Patiala, India. Transcripts were evaluated by World Communication International, Phoenix, Arizona.
Experience: Ms. Munjal has taught kindergarten at Childtime Learning Center in Tucson for two years. She also taught pre-school children at Stepping Stone Academy in Tucson. In India, Ms. Munjal worked as a lecturer and Vice Principal at Risemax College of Education where she taught sociology courses.

Papadakis, Michelle E.
Discipline(s): Dental Hygiene (Occupational/Workforce)
Salary: $710 per load hour
Education: Associate of Applied Science, Dental Hygiene, Prairie State College, Chicago, Illinois
Experience: Ms. Papadakis has been working as a dental hygienist for more than seven years. She has no formal teaching experience.

Running, Katrina M.
Discipline(s): Political Science, Sociology (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Political Science, Colorado State University, Fort Collins, Colorado; Master of Arts, Political Science and Sociology, University of Arizona, Tucson, Arizona
Experience: For six years, Ms. Running has been a graduate associate at the University of Arizona where she conducts research related to issues in sociology. Her research interests are in environmental sociology, international sociology, gender, social movements, and collective actions. Ms. Running has no formal teaching experience.

Santisteban, Leonard
Discipline(s): Biology (Academic)
Salary: $710 per load hour
Experience: Mr. Santisteban was a graduate teaching assistant for six years in the Department of Biology at New Mexico State University.

(Continued)
Shadley, Steven C.
Discipline(s): Journalism (Academic Limited Exemption)
Salary: $710 per load hour
Education: Bachelor of Science, Telecommunication, Northern Arizona University, Flagstaff, Arizona
Experience: Mr. Shadley is a senior news reporter for Arizona Public Media, Tucson, Arizona. For two years, he worked as a state government reporter in Sacramento, California. For the past 27 years, he had worked as a host and reporter for various radio and television stations in California, Colorado, Illinois, Wisconsin, and New Mexico. He has no formal teaching experience.

Stoutenborough, Laura O., D.M.A.
Discipline(s): Music (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Music, University of Minnesota, Twin Cities, Minnesota; Master of Music, Performance, Doctor of Musical Arts, Performance, University of Southern California, Los Angeles, California
Experience: Ms. Stoutenborough is a principal clarinet performer for the Tucson Symphony Orchestra. She taught weekly private clarinet lessons to University of Southern California students. She also was a master class clarinet instructor for Waldorf College, Forest City, Iowa. She has over ten years experience teaching private lessons and performing arranged baroque, classical, romantic, and contemporary eras.

Strum, Edina A.T., J.D.
Discipline(s): Paralegal, Journalism (Occupational, Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Philosophy/Political Science, Master of Arts, Journalism, Juris Doctor, Law, University of Arizona, Tucson, Arizona
Experience: Ms. Strum is currently working as an attorney for Kathleen McCarthy Law Firm, Tucson, Arizona. Previously, she was an attorney for West, Christoffel and Zickermann, Tucson, Arizona, since 2002. She has over ten years experience in Law. Additionally, she was an assistant editor/reporter for Northwest Explorer, Tucson, Arizona. She has no formal teaching experience.

Tarantino, Lisa A.
Discipline(s): Fashion Design and Clothing (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Arts, History, University of Arizona, Tucson, Arizona
Experience: Ms. Tarantino is the owner/lead designer for Athena Unbound, which is a special occasion clothing company. She was a teaching assistant for history courses at Rutgers University in New Brunswick, New Jersey for a period of four years.

Terris, Yuri
Discipline(s): Mathematics (Developmental)
Salary: $710 per load hour
Education: Bachelor of Science, Mathematics, University of North Carolina, Pembroke, North Carolina

(Continued)
Experience: For two years, Ms. Terris was the owner of Orange Hibiscus Translation, LLC where she translated documents from Japanese to English and English to Japanese. Prior to that, she managed EMRO USA where she conducted administrative duties and managed office workers. She also coordinated and executed bilingual communications (Japanese and English). She has no formal teaching experience.

Varelas, Joseph D.
Discipline(s): Building and Construction Technology, Computer Aided Drafting (Occupational/Workforce)
Salary: $710 per load hour
Education: Bachelor of Architecture, University of Arizona, Tucson, Arizona
Experience: Mr. Varelas has worked as an adjunct faculty for ITT Technical Institute since 2010. Subjects taught are Architectural Drafting, Rapid Visualization, Introduction to Design Drafting, and Descriptive Geometry. He worked as a project manager, senior draftsman, and architectural designer for companies in the Tucson area.

Wierda, Michael R., Ph.D.
Discipline(s): Biology (Academic)
Salary: $710 per load hour
Education: Bachelor of Science, Zoology, Master of Science, Biology, Northern Michigan University, Marquette, Michigan; Doctor of Philosophy, Wildlife and Fisheries Biology, Clemson University, Clemson, South Carolina
Experience: Dr. Wierda was an assistant professor teaching analytical chemistry at Clemson College, Clemson, South Carolina for two years prior to his most recent job teaching biology as an adjunct for Tri County Technical College in Pendleton, South Carolina.

Wessling, Jordan S.
Discipline(s): Philosophy, Religion (Academic)
Salary: $710 per load hour
Education: Bachelor of Arts, Biblical & Theological Studies, Master of Arts, Philosophy Religion & Ethics, Biola University, La Mirada, California
Experience: Mr. Wessling worked as a personal resident for Churchill Hall, University of Bristol, United Kingdom. He has two years teaching experience teaching students ranging from high school to college.

Approvals
Contact Person
Janet L. May

Chancellor
Dr. Roy Flores
**Pima County Community College District**

**Board of Governors**

4905C East Broadway/Tucson, Arizona 85709-1010

---

**ACTION ITEM**

**Meeting Date:** 12/14/11  
**Item Number:** 14.3

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
</table>
| 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.

---

**Abdulhameed, Hala**  
**Instructional Aide**  
**WC**

**Effective:** 12/15/11  
**Science, Technology, Engineering, and Mathematics**

**Duration:** 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

**Hourly Rate:** $7.35  
**Education:** Bachelor of Science, Civil Engineering, Master of Science, Civil Engineering, University of Baghdad, Iraq

**Experience:** Ms. Abdulhameed has six years experience as engineering and mathematics faculty for University of Technology in Baghdad, Iraq and two years experience as Adjunct Faculty in mathematics for Pima Community College.

(Continued)
Arias, Ivette

Effective: 12/15/11
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Ms. Arias has six months experience as a Federal Work Study student aide for the biology laboratory for Pima Community College.

Baker, Gavin

Effective: 12/15/11
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Mr. Baker has four months experience as a Federal Work Study student aide for the microbiology laboratory for Pima Community College.

Blumberg, Ellen

Effective: 12/15/11
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $30.00
Education: Bachelor of Arts, Psychology, Indiana University, Indianapolis, Indiana; Master of Art, Library and Information Science; Master of Art, Educational Psychology, University of Texas at Austin, Austin, Texas
Experience: Ms. Blumberg has ten years experience as a librarian for various school districts in Texas and six years experience as a reference librarian for Austin Community College in Austin, Texas.

Boss, Debra

Effective: 12/15/11
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $20.02
Education: Bachelor of Science, History and Inclusive Elementary and Special Education, Syracuse University, Syracuse, New York; Master of Art, Teaching of Social Studies, Columbia University, New York, New York
Experience: Ms. Boss has six years experience as a sixth grade social studies teacher for Bedford Middle School in Westport, Connecticut.
Temporary Appointments

Date: 12/14/11

Page 3

**Chu, Hanh**

**Instructional Aide**

**WC**

**Effective:** 12/15/11

**Duration:** 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

**Hourly Rate:** $7.35

**Education:** Coursework, Pima Community College

**Experience:** Ms. Chu has three years experience as a volunteer teacher’s aide for Carondelet Heart and Vascular Institute in Tucson, Arizona.

**Cromey, Benjamin**

**Tutor I**

**EC**

**Effective:** 12/15/11

**Duration:** 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

**Hourly Rate:** $7.35

**Education:** Coursework, Pima Community College

**Experience:** Mr. Cromey is currently a student at Pima Community College and has been interviewed and recommended by Theresa Riel, Mathematics Instructional Faculty.

**Cunningham, Robert**

**Temporary Counselor**

**EC**

**Effective:** 12/15/11

**Duration:** 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

**Hourly Rate:** $30.00

**Education:** Bachelor of Arts, Psychology; Master of Science, Counseling; California State University, Long Beach, California

**Experience:** Mr. Cunningham has nine years experience as a counselor for various behavioral and addiction treatment centers in Arizona and California. He has been interviewed and recommended by Charlotte Fugett, East Campus President.

**Djouwe, Lesline**

**Tutor I**

**DV**

**Effective:** 12/15/11

**Duration:** 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

**Hourly Rate:** $7.35

**Education:** Coursework, Pima Community College

**Experience:** Ms. Djouwe has seven months experience as a volunteer math, chemistry, and French tutor for Pima Community College. She is currently a student at Pima Community College and has been interviewed and recommended by Carla Boyd, Advanced Program Coordinator for the Center for Training and Development, Desert Vista Campus.

(Continued)
Temporary Appointments

Date: 12/14/11
Page 4

Douglas, Derrick
Tutor I EC
Effective: 12/15/11 Learning Center
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Mr. Douglas has two years experience as a Federal Work Study student aide for Pima Community College. He is currently a student at Pima Community College and has been interviewed and recommended by Kirk Mehtlan, Mathematics Instructional Faculty.

Foval, Emily
Support Technician DO
Effective: 12/15/11 Provost
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $13.36
Education: Bachelor of Arts, Spanish, University of Wisconsin-Madison, Madison, Wisconsin
Experience: Ms. Foval has three years experience in Human Resources for various companies in Madison, Wisconsin. She has one year experience as a support technician for Pima Community College through a temporary agency.

Hatton, Christopher
Tutor I DC
Effective: 12/15/11 Writing Center
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Mr. Hatton is currently a student at Pima Community College and has been interviewed and recommended by Brooke Anderson, Lead Writing Faculty.

James, Adam
Tutor I EC
Effective: 12/15/11 Writing Center
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Mr. James is currently a student at Pima Community College and has been interviewed and recommended by Dr. Lonnie Burke, Chemistry Instructional Faculty.

(Continued)
Kemsley, Jane Tutor I EC
Effective: 12/15/11 Learning Center
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Coursework, Los Angeles Pierce College, Woodland Hills, California
Experience: Ms. Kemsley is currently a student at Pima Community College and has been interviewed and recommended by Dr. Lonnie Burke, Chemistry Instructional Faculty.

Khopkar, Shivali Instructional Aide WC
Effective: 12/15/11 Library
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Ms. Khopkar has two years experience as computer laboratory assistant for Apex Education in Thane, India.

Ledcke, Holly Substitute Instructor CC
Effective: 12/15/11 Adult Education
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $20.02
Education: Bachelor of Art, English; Bachelor of Art, Education; Master of Art, English, University of Arizona
Experience: Ms. Ledcke has four years experience as a teacher for Tucson Unified School District in Tucson, Arizona and four years experience as an online teacher for University of Phoenix in Tucson, Arizona.

Levitz, Saundra Art Model II WC
Effective: 12/15/11 Art
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $10.00
Education: Bachelor of Science, Psychology, Northern Arizona University; Master of Arts, Conflict Transformation/ Peace Building, Eastern Mennonite University, Harrisonburg, Virginia
Experience: Ms. Levitz has three years experience as a substitute teacher for Tucson Unified School District and two years experience as an art model for Pima Community College, West Campus. She is being re-submitted for approval after a two year separation from last employment with the College.

(Continued)
Temporary Appointments

Date: 12/14/11
Page 6

Lewis, Nicole  Tutor II  DV
Effective: 12/15/11  Talent Search
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $9.00
Education: Bachelor of Science, Chemistry and Biology, Northern Arizona University
Experience: Ms. Lewis has two years experience as a math tutor for Northern Arizona University. She has been interviewed and recommended by Brian Miller, Advanced Program Manger.

Machado, Pedro  Instructional Aide  WC
Effective: 12/15/11  Science, Technology, Engineering, and Mathematics
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Mr. Machado has six months experience as a Federal Work Study student aide for the chemistry laboratory for Pima Community College.

Martin, Edward  Instructional Aide  WC
Effective: 12/15/11  Science, Technology, Engineering, and Mathematics
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Bachelor of Science, Business Administration; Master of Business Administration, University of Phoenix, Tucson Arizona
Experience: Mr. Martin has ten years experience as Adjunct Faculty in mathematics for Pima Community College.

Mauldin, Eldon  Van Driver  DO
Effective: 12/15/11  Maintenance and Security
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $8.30
Education: Coursework, New Mexico Highlands University, Las Vegas, New Mexico
Experience: Mr. Mauldin has been interviewed and recommended as a van driver by George Palomarez, Trades/Maintenance Supervisor.

Mobula, Laura  Instructional Aide  WC
Effective: 12/15/11  Science, Technology, Engineering, and Mathematics
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35

(Continued)
Temporary Appointments

Date: 12/14/11
Page 7

Education: Coursework, Pima Community College
Experience: Ms. Mobula has four months experiences as a volunteer for the biology laboratory for Pima Community College.

Moreno, Mayra

**Instructional Aide**

**WC**

Effective: 12/15/11

Science, Technology, Engineering, and Mathematics

Duration: 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

Hourly Rate: $7.35

Education: Coursework, Pima Community College
Experience: Ms. Moreno has one and a half years experience as a Federal Work Study student aide for the biology laboratory for Pima Community College.

Morrow, Justin

**Tutor I**

**DC**

Effective: 12/15/11

Writing Center

Duration: 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

Hourly Rate: $7.35

Education: Coursework, Pima Community College
Experience: Mr. Morrow is currently a student at Pima Community College and has been interviewed and recommended by Brooke Anderson, Lead Writing Faculty.

Nelson, Kyleigh

**Laboratory Technician**

**NW**

Effective: 12/15/11

Science

Duration: 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

Hourly Rate: $14.31

Education: Bachelor of Arts, Biochemistry and Psychology; Bachelor of Science, Molecular and Cellular Biology and Chemistry; University of Arizona
Experience: Ms. Nelson has two years experience as a laboratory assistant for the molecular and cellular biology department for University of Arizona, Tucson, Arizona

Newton, Cheri

**Substitute Instructor**

**CC**

Effective: 12/15/11

Adult Education

Duration: 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

Hourly Rate: $20.02

Education: Bachelor of Science, Accounting, Weber State University, Ogden, Utah; Master of Education, Curriculum and Instruction, George Mason University, Fairfax, Virginia
Experience: Ms. Newton has eight years experience as a substitute teacher for various school districts in Arizona, Florida, and Virginia. She has six years experience as a mathematics teacher for Cross Middle School in Tucson, Arizona.

(Continued)
Temporary Appointments

Oakes, Eileen
Fiscal Support Specialist

Effective: 12/15/11
Duration: 2011-2012 Academic year

Employee Service Center

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

Hourly Rate: $17.22

Education: High School Diploma, St. Maria Goretti, Philadelphia, Pennsylvania

Experience: Ms. Oakes has over twenty years experience in payroll for various companies in Arizona and Pennsylvania. She has one year experience as a fiscal support specialist for Pima Community College through a temporary agency.

Owner, Clinton
Tutor I

Effective: 12/15/11
Duration: 2011-2012 Academic year

Learning Center

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

Hourly Rate: $7.35

Education: Bachelor of Fine Arts, Philosophy, Antioch College, Yellow Springs, Ohio

Experience: Mr. Owner has two years experience as Adjunct Faculty in mathematics and physics for Antioch College in Yellow Springs, Ohio. He has been interviewed and recommended by Dr. Lonnie Burke, Chemistry Instructional Faculty.

Palazzuelos, Fabiola
Office Aide

Effective: 12/15/11
Duration: 2011-2012 Academic year

Science, Technology, Engineering, and Mathematics

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

Hourly Rate: $7.35

Education: Coursework, Pima Community College

Experience: Ms. Palazzuelos has four months experience as a Federal Work Study student aide for the Science, Technology, Engineering, and Mathematics Division for Pima Community College.

Qureshi, Yummna
Instructional Aide

Effective: 12/15/11
Duration: 2011-2012 Academic year

Science, Technology, Engineering, and Mathematics

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

Hourly Rate: $7.35

Education: Coursework, Pima Community College

Experience: Ms. Qureshi has four months experience as a Federal Work Study student aide for Pima Community College.

Rios, Jacqueline
Instructional Aide

Effective: 12/15/11
Duration: 2011-2012 Academic year

Science, Technology, Engineering, and Mathematics

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

(Continued)
Temporary Appointments

Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Ms. Rios has four months experience as a Federal Work Study student aide for the microbiology laboratory for Pima Community College.

Sheller, Danielle E. Tutor I DC
Effective: 12/15/11 Writing Center
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Ms. Sheller is currently a student at Pima Community College and has been interviewed and recommended by Brooke Anderson, Lead Writing Faculty.

Scott, Ashley A. Tutor I DC
Effective: 12/15/11 Writing Center
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Coursework, Pima Community College
Experience: Ms. Scott is currently a student at Pima Community College and has been interviewed and recommended by Brooke Anderson, Lead Writing Faculty.

Stavesky, Viktoriya Substitute Instructor CC
Effective: 12/15/11 Adult Education
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $20.02
Education: Bachelor of Arts, English, Dnepropetrovsk State University, Dnepropetrovsk, Ukraine; Master of Education, Curriculum and Instruction, Adult Education, University of Phoenix, Tucson, Arizona
Experience: Ms. Stavesky has two years experience teaching English as a Second Language to both children and adults for the National Technical University in Dnepropetrovsk, Ukraine.

Sullivan, Colin Tutor I DC
Effective: 12/15/11 Writing Center
Duration: 2011-2012 Academic year
Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.
Hourly Rate: $7.35
Education: Bachelor of Arts, History, University of Arizona
Experience: Mr. Sullivan is currently a student at Pima Community College and has been interviewed and recommended by Brooke Anderson, Lead Writing Faculty.
Temporary Appointments

Tapia, Ruth

**Support Assistant**

*Effective:* 12/15/11 *Learning Center*

*Duration:* 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

*Hourly Rate:* $12.39

*Education:* Coursework, Pima Community College

*Experience:* Ms. Tapia has four years experience as a parent involvement assistant for Sunnyside Unified School District in Tucson, Arizona.

Villezcas, Jesus

**Instructional Aide**

*Effective:* 12/15/11 *Science, Technology, Engineering, and Mathematics*

*Duration:* 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

*Hourly Rate:* $7.35

*Education:* Coursework, Pima Community College

*Experience:* Mr. Villezcas has six months experience as a Federal Work Study student aide for the science laboratory for Pima Community College.

Williams, Clarence

**Instructional Aide**

*Effective:* 12/15/11 *Science, Technology, Engineering, and Mathematics*

*Duration:* 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

*Hourly Rate:* $7.35

*Education:* Coursework, Pima Community College

*Experience:* Mr. Williams has six months experience as a Federal Work Study student aide for the biology laboratory for Pima Community College.

Xu, Chang

**Instructional Aide**

*Effective:* 12/15/11 *Science, Technology, Engineering, and Mathematics*

*Duration:* 2011-2012 Academic year

Additionally, at the end of the current assignment, employee will be placed in the pool of temporary employees to be available for eighteen months.

*Hourly Rate:* $7.35

*Education:* Coursework, Pima Community College

*Experience:* Ms. Xu has six months experience volunteering for the chemistry laboratory for Pima Community College.

**Approvals**

*Contact Person:* Janet L. May

*Chancellor:* Dr. Roy Flores
Meeting Date: 12/14/11  Item Number: 14.4

<table>
<thead>
<tr>
<th>Item Title</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Proposal: Consultant to Write Proposals for the United States Department of Education, Title III, Part A and Title III, Part F (HSI-STEM) Grant Programs</td>
<td>Dr. Suzanne L. Miles, Provost and Executive Vice Chancellor (520) 206-4999</td>
</tr>
</tbody>
</table>

Recommendation:

The Chancellor recommends that the Board of Governors approve a contract to hire grant consultant, Ramona Munsell & Associates, to provide consultation services to assist in establishing eligibility and developing one Title III Part A application for the Northwest Campus and one Title III Part F (HSI-STEM) application for the West Campus.

The five year contract-period will run from October 1, 2012 through September 30, 2017.

Justification:

The Higher Education Act of 1965, as amended, authorized the Strengthening Institutions Program, Title III, Part A, and Title III, Part F (HSI-STEM) to strengthen the capacity of postsecondary institutions to serve undergraduate students.

The services of Ramona Munsell & Associates will include grant proposal writing, grant management assistance in establishing appropriate program and fiscal controls, technical assistance with program implementation, and assistance with revision requests and annual performance reports during the term of the grant. The College will retain the authority to make decisions concerning both the application and grant management.

The College has evaluated the risks associated with the proposed activities and has determined that they do not present an undue liability. A professional services contract will be executed between the College and the selected consultant. College staff will review the contract and associated activities and the contract will be approved as to form by College legal counsel.

College Plan Initiative:

Entering into the Agreement supports the following elements of College Plan 2011-2013:

- Initiative 1: Strengthen Developmental Education
  - Strategy 1.1 Design multiple developmental education curricula and pedagogies that are scalable.
  - Action 1.1.2 Consider piloting new activities for student learning laboratories for Math, Writing, and Reading.

(Continued)
- Action 1.1.3 Develop pilot courses in Math, Writing, and Reading as appropriate.
- Action 1.1.7 Offer pilot courses and begin the evaluation process.

Financial Considerations:

The College will pay Ramona Munsell & Associates a fee equal to six percent (6%) of the Title III funds received by the College each year during the term of each grant. The total amount to be paid to Ramona Munsell & Associates over the life of the contract is $360,078.

The consultant fee will be paid from the College’s general operating fund.

Estimated Payment Schedule
Ramona Munsell & Associates

West Campus Title III, Part F (HSI STEM)

<table>
<thead>
<tr>
<th>Year</th>
<th>Annual Award</th>
<th>Annual Fee %</th>
<th>Discount*</th>
<th>Total w/discount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 (10/1/2011 - 9/30/2012)</td>
<td>$856,239</td>
<td>$51,374</td>
<td>$2,569</td>
<td>$48,806</td>
</tr>
<tr>
<td>Year 2 (10/1/2012 - 9/30/2013)</td>
<td>$864,839</td>
<td>$51,890</td>
<td>$2,595</td>
<td>$49,296</td>
</tr>
<tr>
<td>Year 3 (10/1/2013 - 9/30/2014)</td>
<td>$869,676</td>
<td>$52,181</td>
<td>$2,609</td>
<td>$49,572</td>
</tr>
<tr>
<td>Year 4 (10/1/2014 - 9/30/2015)</td>
<td>$868,898</td>
<td>$52,134</td>
<td>$2,607</td>
<td>$49,527</td>
</tr>
<tr>
<td>Year 5 (10/1/2016 - 9/30/2017)</td>
<td>$861,725</td>
<td>$51,704</td>
<td>$2,585</td>
<td>$49,118</td>
</tr>
<tr>
<td></td>
<td>$4,321,377</td>
<td>$259,283</td>
<td></td>
<td>$246,318</td>
</tr>
</tbody>
</table>

Northwest Campus Title III, Part A

<table>
<thead>
<tr>
<th>Year</th>
<th>Annual Award</th>
<th>Annual Fee %</th>
<th>Discount*</th>
<th>Total w/discount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 (10/1/2011 - 9/30/2012)</td>
<td>$399,226</td>
<td>$23,954</td>
<td>$1,198</td>
<td>$22,756</td>
</tr>
<tr>
<td>Year 2 (10/1/2012 - 9/30/2013)</td>
<td>$399,218</td>
<td>$23,953</td>
<td>$1,198</td>
<td>$22,755</td>
</tr>
<tr>
<td>Year 3 (10/1/2013 - 9/30/2014)</td>
<td>$399,139</td>
<td>$23,948</td>
<td>$1,197</td>
<td>$22,751</td>
</tr>
<tr>
<td>Year 4 (10/1/2014 - 9/30/2015)</td>
<td>$399,282</td>
<td>$23,957</td>
<td>$1,198</td>
<td>$22,759</td>
</tr>
<tr>
<td>Year 5 (10/1/2016 - 9/30/2017)</td>
<td>$398,930</td>
<td>$23,936</td>
<td>$1,197</td>
<td>$22,739</td>
</tr>
<tr>
<td></td>
<td>$1,995,795</td>
<td>$119,748</td>
<td></td>
<td>$113,760</td>
</tr>
</tbody>
</table>

*If paid in one lump sum at the beginning of each year.

Approvals

Contact Person

Chancellor

Dr. Roy Flores
Meeting Date: 12/14/11

Memorandum of Understanding: Department of Defense Voluntary Education Partnership

Recommendation:

The Chancellor recommends the Board of Governors approve a Memorandum of Understanding (MOU) with the Department of Defense for the period January 1, 2012 through December 31, 2017 for accepting tuition assistance payments from all branches of military service for active duty service members.

Justification:

As of January 1, 2012, all higher education institutions enrolling active duty military members using military tuition assistance must be a signatory of a Voluntary Education Partnership Memorandum of Understanding with the Department of Defense (DOD). After that date, only institutions with a signed and posted MOU will be eligible to participate in the military assistance program. This policy change is in accordance with DOD Instruction 1322.25 dated March 15, 2011 and is based on the DOD Voluntary Education Joint Initiative Committee Recommendation of September 21, 2005 and Congressional guidance.

The College currently accepts tuition assistance payments from all branches of military service for active duty service members. This MOU will cover all programs offered by the College at all locations. Although this MOU is a new requirement for all higher education institutions, it principally formalizes various elements of the current College processes with the DOD.

College Plan Initiative:

Initiative 3 – Enhance Course Delivery

Financial Considerations:

Approval of the MOU will allow the College to continue to receive tuition assistance funding for active duty military students from the Federal government.

Approvals

Contact Person

Dr. David Bea

Executive Vice Chancellor for Finance and Administration

(206-4519)

Chancellor

Dr. Roy Flores