



PimaCommunityCollege

College Committee Structure 2021 – 2022

*The College Committee Structure supports the mission of the institution to develop our community through learning and also takes guidance from the current College Plan.
All Committees report directly to the Chancellor.*

Date: July 2021

Chancellor's Office contact: Angie Wesson

- *February 15th – All new committee openings are due to the Chancellor's Office. Chairs need to include the name, campus and discipline of persons departing.*
- *March 1st – Committee openings will be announced to all employees.*
- *April 1st – Faculty requesting Committee positions will be submitted to Faculty Senate for review.*
- *April 1st – Staff requesting Committee positions will be submitted to the Staff Council for review.*
- *April 15th – Staff Council and Faculty Senate recommendations for committee openings are due to the Chancellor's Office.*
- *May 15th – Committee Chair requests for changes to the charge are due to the Chancellor's office.*
- *May 15th – Yearly annual report by each committee is due to the Chancellor's office.*
- *May 15th – All new committee roster appointments will be announced.*

***Governance Bodies
Standing Committees***

Pima Community College

Faculty and Staff Governance Bodies (In accordance with Board Policy 1.01)

Faculty Senate

Charge: To serve as the representative body of faculty (regular and adjunct) that participates in the governance processes of the institution. Objectives include: strengthening the concept of all faculty as a college entity; promoting the gathering, exchanging and disseminating of faculty views and concerns regarding college matters; promoting mutual accountability between the college faculty and the faculty representative to any college committee; advising the Chancellor and other administrators of faculty views on college matters; bringing the concerns of the Chancellor and other administrators on college matters to the faculty; promoting the involvement of all faculty members in the establishing, staffing, and functioning of college committees, task forces, or other initiatives; and, participating in the policy review process of the college.

Membership: All college Faculty may participate in the nomination, election, and membership of the Faculty Senate. Specific guidelines are outlined on the Faculty Senate Web site.

<https://www.pima.edu/faculty-staff/employee-organizations/faculty-senate/index.html>

Note: Clerical support provided by the Provost's Office to include minutes and other clerical activities.

Meets: Once a month August through May.

Staff Council

Charge: To represent and provide leadership to staff throughout the district, and to facilitate and improve communication among staff, faculty and administration. Objectives include: to strive to provide a forum for issues and concerns to be thoughtfully discussed; make certain thanks and praises are delivered where deserved; work hard to provide an alternative arena for discussion and innovative thought; commit to sharing information and opinions as openly as possible; strive to promote the staff to the whole district in a positive and active way; and, make the college and its mission the best it can be.

Membership: All regular college Staff may participate in the nomination, election, and membership of the Staff Council. Specific guidelines are outlined on the Staff Council Web site.

<https://www.pima.edu/faculty-staff/employee-organizations/staff-council/index.html>

Meets: Meets once a month year-round.

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Standing Committees

All committees, with the exception of Chancellor’s Executive Leadership Team, rotate membership beginning with 2-year and 3-year terms. In some instances, Chairs and Co-Chairs have no term limits. Committees must meet at least once a semester. In most instances, they are expected to meet once a month to accomplish the goals of the committee. In addition, all committees will follow the guidelines set forth in Board Policy 1.01, and Administrative Procedure 1.05.01. Apart from the specific charge, the committees will review board policies, regulations, and standard practice guides for recommendation to the Chancellor.

The Chancellor’s Office will maintain the listings of committees and membership. Governance bodies will provide membership lists directly to the Chancellor’s Office. All other committees will report vacancies to the Chancellor’s Office. All employees, Faculty Senate, and Staff Council will be notified of these vacancies.

1) **Academic Standards**

Charge: To provide recommendations to the Provost/Executive Vice Chancellor regarding quality of academic programs and services, including transfer and occupational programs, as well as student support services issues and processes pertaining to the College.

Membership: A member of the Chancellor’s Executive Leadership Team or designee serves as Chair and a Faculty member serves as Co-Chair. Other members include Administrators, Staff, Faculty, Director of Enrollment Services/Registrar and the Director of Curriculum & Articulation.

Effective: 2021

Current Members:	Term:
(Chair) Phillips, Morgan	DC-Vice Chancellor
(Co-Chair) Abens, Amanda	Academic Dean
Bagheri, Goli	Humanities, Education and Social Sciences
Brookshier, Randall	DC-Instructional Faculty (ACC)
Ebel, Stephen	DO-Research Analyst
Gonzales, Yolanda	DC-Program Coordinator
Grimes, Anne	WC-Instructional Faculty (ART)
Jones-Willy, Stacey	WC-Instructional Faculty (Science)
Martinez, Michelle	WC-Program Manager
Minke, Mollie	NW-Instructional Faculty (MAT)
Ratley, Emily	DO-Program Manager
Salzer, Maureen	WC-Instructional Faculty (CMN)
Soto, Edgar	DV-Campus Vice President
Sovak, Anthony	NW-Director of Pima Online Instructions

Current Members (*Continued*):

Stoddart, Melissa	DO-Associate Director, Financial Aid	
Tulino, Michael	DO-Director of Registrar Operations	
Vidal-King, Valerie	WC-Director of Student Engagement	
	Allied Health Professions and Biomedical Sciences	3 years
	Applied Technology	3 years
	Workforce Development	2 years

Meets: Once a month year-round.

2) **College Curriculum Council**

Charge: To review College curriculum, courses and programs and to recommend improvements to the Provost.

Membership: The Vice Provost for Academic Affairs and Student Learning and a Faculty member serve as Co-Chairs. The Faculty co-chair serves on a 2 or 3 year rotating term. Other members include District curriculum staff, Campus Faculty and Vice Presidents of Instruction from each campus. The Faculty selection process is as follows: One member is selected (appointed or elected) from each campus, Faculty Senate identifies six additional faculty, and in addition, there are two educational support faculty representatives, one representing counseling and one representing library services. College Curriculum Specialists are advisory members.

Term: 2021-2022

Current Members:			Term Expires
(Co-Chair)	Wendy Weeks	Curriculum Quality Improvement	Indefinite
(Co-Chair)	Shartsis, Trina	Sciences	Summer 2023
	Amick, Michael	NW-Vice President of Distance Learning	Summer 2022
	Becker, Chuck	EC-Educational Support Faculty – Librarian	Summer 2022
	Bejarano, Sandy	EC-Instructional Faculty (Life-Physical Sciences)	Summer 2022
	Brown, Jason	DO-Curriculum Assistant Manager	Indefinite
	Carreras, Mariana	DC-Instructional Faculty (ART)	Summer 2022
	Chavez, Kenneth	DC-Dean of Communications	Summer 2023
	Clifford, Aurie	DO-Assistant Director of Title IV Compliance	Indefinite
	Davis, Amy	NW-College Readiness and Success	Summer 2023
	Desjardin, Suzanne	DC-Vice President of Student Affairs [Acting]	Indefinite
	Duchicela, Kilmisa	DC-Instructional Faculty (BUS)	Summer 2022
	Ebel, Stephen	DO-Research Analyst	Indefinite
	Grede, Stephen	DC-Instructional Faculty (CAD)	Summer 2022
	Naughton, Stacy	DO-Curriculum Assistant Manager	Indefinite
	Navarro-Castellanos, Norma	DO-Executive Director of Financial Aid and Scholarships	Indefinite
	Olson, Steven	DC-Instructional Faculty (MAT)	Summer 2022
	Padilla, Bardo	DC-Instructional Faculty (BUS)	Summer 2022
	Potter, Elizabeth	DO-Instructional Faculty (Fed Prison)	Summer 2023
	Radloff, Michael	DV-Instructional Faculty (EDU)	Summer 2022
	Rangel Arriola, Liz	WC-Instructional Faculty (Languages)	Summer 2023

Current Members: *(Continued)*

Richard, Renee	NW-Instructional Faculty (BUS)	Term Expires Summer 2022
Roark, Ian	DO-Vice President of Workforce Development	Indefinite
Rohrer, Michael	WC-Instructional Faculty (RAD)	Summer 2023
Romero, Vanessa	DO-Program Coordinator	Fall 2021
Schore, Jonathan	MS-Instructional Faculty (TDT)	Summer 2023
Thies, Jeff	DC-Dean of College Readiness & Student Success	Indefinite
Torres, Jennifer	DO-Student Services Specialist	Indefinite
Tulino, Michael	DO-Director of Registrar Operations	Indefinite

Meets: Once a month from September through May.

3) **Executive Leadership Team**

Charge: The Executive Leadership Team serves as the chief college-wide administrative advisory committee to the Chancellor. The Team reviews college operations, strategic directions, resource allocation, as well as college policy and procedures.

Membership: The Chancellor serves as Chair and selects membership. Other members include Provost, Executive Vice Chancellor, Vice Chancellors, Presidents and General Counsel and other administrators as needed.

Current Members:

(Chair)	Lambert, Lee	DO-Chancellor
	Bea, David	DO-Executive Vice Chancellor for Finance and Administration
	Burdick, Phil	DO-Vice Chancellor for External Relations [Acting]
	Davis, Tom	DO-Chief of Staff
	Doré, David	DC-President of Campuses and Executive Vice Chancellor for Student Experience and Workforce Development
	Duran-Cerda, Dolores	DO-Provost and Executive Vice Chancellor for Academic Affairs
	Euler, Marcy	DO-Pima Foundation President
	Phillips, Morgan	DC-Vice Chancellor for Academic Excellence & Downtown Campus Vice President
	Richmond, Nicola	DO-Vice Chancellor for Strategy, Analytics and Research
	Robles-Lopez, Irene	DC-Vice Chancellor for Student Experience [Acting]
	Satterfield, Jack	DO-Assistant Vice Chancellor for Information Technology [Acting]
	Silvyn, Jeff	DO-General Counsel
	Thompson, Carleen	DO-Assistant Vice Chancellor for Human Resources

Meets: Twice a month.

4) **Faculty Professional Development and Sabbatical**

Charge: To serve as facilitators for three programs that include: the Sabbatical Program, the Faculty Exchange Program and the Professional Enrichment Recognition Award.

Members are selected according to Article VII of the Faculty Personnel Policy Statement.

Current Members:			Term Expires:
(Chair)	Van Zandt, Tineke	WC- Instructional Faculty (HUM)	Spring 2023
(Co-Chair)	Mehtlan, Kirk	EC- Instructional Faculty (MAT)	Spring 2022
	Arellano, Elma	WC-Director of Clinical Education	Spring 2023
	Brookshier, Randall	DC- Instructional Faculty (BUS)	Spring 2022
	Dorsey, Shelly	DC-Instructional Faculty (WRT)	Spring 2022
	Gerard, John	DC- Instructional Faculty (BCT)	Spring 2022
	Glisovic Bensa, Mirjana	NW-Instructional Faculty (MAT)	Spring 2023
	Harmelink, Virginia	DV- Instructional Faculty (ECE)	Spring 2022
	Houck, Holly	WC-Instructional Faculty (DHE)	Spring 2023
	Ley, Sandra	WC-Educational Support Faculty – Librarian	Spring 2022
	Nair, Padma	WC- Instructional Faculty (CHM)	Spring 2023
	Shattuck, Sandra	DV- Instructional Faculty (CMN)	Spring 2022
	Swank, Kris	NW-Library Director	Spring 2023
	Tashima, Hiro	WC-Instructional Faculty (Arts)	Spring 2023

Meets: As needed.

5) **General Education**

Charge: To review and make recommendations to the Provost regarding: general education values, requirements and criteria; courses submitted for inclusion in the general education course list; student requested course substitutions for general education; and the review and assessment of general education student learning outcomes.

Membership: The Vice Provost for Academic Affairs and Student Learning serves as Chair and a Faculty member serves as Co-Chair. Members are selected by the CDACs/Divisions, with representative from each CDAC if possible.

Term: 2021-2022

Current Members:

(Chair)	Mitchell, Lamata	DO-Vice Provost
(Co-Chair)	Lennon, Rita	NW-Instructional Faculty (HRP)
	Blair, Missy	DO-Program Manager
	Bonhorst, Chris	EC-Director of Business & Information Technology
	Brown, Jason	DO-Curriculum Assistant Manager
	Duchichela, Kimlisa	DC-Instructional Faculty (BUS)
	Duchichela, Kimlisa	DC-Instructional Faculty (BUS)
	Ebel, Stephen	DO-Research Analyst
	Haertzen, Susana	DC-Instructional Faculty (BUS/IT)
	Hinojosa, Matt	NW-Instructional Faculty (HUM)
	Hodgkins, Lisa	WC-Educational Support Faculty – Librarian
	Kaiman, Mana	EC-Instructional Faculty (CIS/CSA)
	Maine, Jeanine	WC-Instructional Faculty (HRP)
	Naughton, Stacy	DO-Curriculum Assistant Manager
	Ratley, Emily	DO-Program Manager
	Reilly, Denise	DC-Instructional Faculty
	Stack, Mixhel	EC-Instructional Faculty (ART)
	Sutton, Taliesin	DC-Instructional Faculty (MAT)
	Thweatt, Tatyana	NW-Instructional Faculty (HUM)
	Werner, Lisa	WC-Instructional Faculty (BIO)

Meets: As needed.

6) **Professional Development**

Charge: To provide recommendations to the Vice Chancellor for Human Resources on aligning professional development activities with College goals and employee needs and interests and evaluating professional development options and programs.

Membership: A member of the Chancellor's Executive Leadership Team or designee serves as Chair and a Faculty member serves as Co-Chair. Other members include Administrators, Staff and Faculty.

Term:

Current Members:

(Chair) Doré, David

DC-President of Campuses and Executive Vice
Chancellor for Student Experience and Workforce
Development

Meets: Once a month August through May.

7) **Safety**

Charge: To provide insights to the Chancellor regarding a broad range of safety matters pertaining to the College.

Membership: A member of the Chancellor's Executive Leadership Team or designee serves as Chair. Other members include Administrators, Staff and Faculty.

Term: May 2020

Current Members:

(Chair)

(Co-Chair)	Chuffe-Moscoso, Ouatfa	M&S-Director of Environmental Health and Safety
	Caballero, Guadalupe	DV-Program Coordinator, Student Life
	Higginbotham, Steven	WC-Dean of Fine Arts
	Kramer, Susan	NW-Laboratory Supervisor, Science and Mathematics
	Mellor, Morris	EC-Trades/Maintenance Specialist
	Nieuwenhuis, Michelle	M&S-Chief of Police [Acting]
	Wilken, Trisha	DO-Human Resources Specialist

Meets: Once a month year-round.

8) **Strategic Planning**

Charge: Develop a multi-year Strategic Plan.

Membership: The Vice Chancellor for Strategy, Analytics and Research serves as Chair. Other members include Administrators, Staff, Faculty, Students and Community Members.

Term: 2021-2022

Current Members:

(Chair)	Richmond, Nicola	DO-Vice Chancellor for Strategy, Analytics and Research
(Co-Chair)		
	Anderson, Brooke	DC-Instructional Faculty (WRT)
	Brewer, Joe	DC-Educational Support Faculty – Librarian
	Craig, James	EC-Dean of Business
	Cruz, Timothy	DC-Instructional Faculty (SCI)
	Enjai, Mohamed	Student
	Euler, Marcy	President, Pima Foundation
	Kierstead-Joseph, Laurie	DC-Assistant Vice Chancellor of Adult Basic Education for College & Career
	Ladner, Hilda	DC-Executive Director for Diversity, Equity and Inclusion
	McConnell, Charlene	M&S-Fiscal Supervisor
	Mitchell, Lamata	DO-Vice provost
	Saxton, Marisa	DC-Program Advisor – Student Affairs
	Schultz, Laurie-Ann	NW-Instructional Designer
	Schwalbach, Paul	DO-Director of Public Relations and Communications
	Scott, Kenneth	NW-Instructional Faculty (ACC)
	Shiwoko, Halima	Student
	Sovak, Anthony	NW-Director of Pima Online Instructions
	Soza, Daniel	DO-Assistant Vice Chancellor for Finance
	Sutton, Taliesin	DC-Instructional Faculty (MAT)
	Walkingstick, Marci	DO-Director, IT Enterprise Systems

Meets: Meets as needed.