

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

The Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, April 12, 2017 at 5:30 p.m., in the Community/Board Room, District Central Office, 4905C E. Broadway, Tucson, AZ 85709-1010.

BOARD MEMBERS

Mark Hanna, Chair
Demion Clinco, Secretary/Vice Chair
Meredith Hay
Sylvia Lee
Luis Gonzales

REPRESENTATIVES TO THE BOARD

Derrick Espadas, Student
Michael Tulino, Staff
Carlo Buscemi, Adjunct Faculty
Bruce Moses, Administrator
David Morales, Faculty
Vacant, Temporary Staff

RECORDING SECRETARY

Andrea Gauna

GENERAL COUNSEL

Jeffrey Silvyn

ADMINISTRATION

Lee Lambert, Chancellor
Michael Amick, Vice President of Distance Education
David Bea, Executive Vice Chancellor, Finance and Administration
Dan Berryman, Vice Chancellor, Human Resource
Yira Brimage, Vice President of Student Affairs and Engagement
Lisa Brosky, Vice Chancellor for External Relations

Gregory Busch, Vice President of Instruction and Transfer Pathways
Aubrey Conover, Campus Vice President
Suzanne Desjardin, Dean of Social Sciences and Student Affairs
David Doré, President, Northwest and Downtown Campus
Esperanza Duarte, Special Assistant to the Chancellor, Acting
Dolores Duran-Cerda, Provost and Executive Vice Chancellor for Academic and Student Services, Acting
Julian Easter, Assistant Vice Chancellor for Curriculum and Academic Services
Libby Howell, Executive Director for Media, Community and Government Relations
Karrie Mitchell, Assistant Vice Chancellor for Student Development
Lorraine Morales, President, Community and East Campus
Bruce Moses, Assistant Vice Chancellor for Accreditation
Ann Parker, Vice President of Student Affairs and Transitions
Morgan Phillips, Campus President, Community and East Campus
Terry Quest, Assistant Vice Chancellor for Finance
Nicola Richmond, Assistant Vice Chancellor, Institutional Research & Planning
Ian Roark, Vice President of Workforce Development
Ted Roush, Campus Vice President
Brian Stewart, Dean of Education and Student Affairs

GENERAL MATTERS

Call to Order

Mark Hanna called the meeting to order at 5:33 p.m.

Pledge of Allegiance

Demion Clinco led the Pledge of Allegiance.

Roll Call

All Board members were present.

Governing Board Recognition and/or Awards

Campus President Lorraine Morales welcomed the honorees and recognized their achievements. Awards were presented to students, employees and community members. Chancellor Lambert thanked everyone for attending.

Public Comment – Call to Audience

Nicholas Hernandez and Nicholas Bett-Childress provided the Board a Textbook Taskforce update

Board member Clinco would like Chancellor Lambert to look into more resources for this cause. The taskforce was asked by the Board members to come back at a later date for another update.

Stanley Stachowiak thanked Pima Community College (PCC) for their support of the Boy Scouts.

Julian Easter commented on the Higher Learning Commission (HLC) accreditation.

Kimlisa Duchicela commented on the Department Chair Taskforce.

Rachel Schaming spoke about a PCC Foundation donation from the Anna E. Edwards estate.

Matej Boguszak commented on the Department Chair Taskforce.

Pat Watson spoke about the Southern Arizona Council for International visitors

Procedural Action Item

Motion No. 201704-02

Demion Clinco-M, Meredith Hay-S, to limit the duration of discussion and debate for tonight’s meeting, each Board member may speak on a specific agenda for no more than three (3) minutes for non-action items and five (5) minutes for action items.

Vote: Mark Hanna, Demion Clinco, Meredith Hay, and Sylvia Lee voted “aye” by voice vote. Luis Gonzales voted “nay”.

Motion CARRIED.

Remarks by Governing Board Members

Board Chair Hanna spoke about attending the PCC Ethnic, Gender & Transborder Studies Summit, the Futures Conference, HLC Conference in Chicago, the PCC Foundation Building Community Breakfast, and the League of United Latin American Citizens (LULAC) Banquet. Edgar Soto, Dean of Athletics, Fitness and Wellness was acknowledged for receiving the National recognition award from LULAC.

Board member Clinco congratulate Chancellor Lambert, Bruce Moses and everyone at the college and in the community for their work on getting PCC off sanctions with the Higher Learning Commission.

Board member Lee acknowledged the hard work everyone put into getting the college off notice. She is proud of everyone for making PCC a premier college.

Board member Hay congratulated Chancellor Lambert, the administration, staff, faculty and students. She noted that it is her job to make sure she makes the right decisions for the college to make this the best college in the nation.

Board member Gonzales noted his concern with the previous motion to limit the duration of discussion and debate. Mr. Gonzales would like legal counsel to do research of Robert’s Rules of Order to report if this motion was legal. Mr. Gonzales spoke about attending the Human Resources Committee meeting, a tour of PCC’s Community Campus, Desert Vista’s Workplace Development graduation, Sunnyside High School orientation, and the Arizona Community College meeting regarding state funding. Mr. Gonzales noted that he will be releasing a statement, later in the meeting, regarding their current legal representation model and will be giving each Board member a written copy of the statement. Mr. Gonzales will be requesting that this item be on a future agenda.

Board member Hanna noted that Bruce Moses was presented with an HLC Peer Core Outstanding Service Award at the HLC Conference.

REPORTS

Administration Report

Accreditation update

Bruce Moses, Assistant Vice Chancellor for Accreditation and Quality Improvement reported on some important dates in relation to future HLC visits. November 26, 2018,

December 3, 2018, April 29, 2019 or May 6, 2019 are the first potential dates for HLC to be on our campus again. PCC will be required to submit the assurance and evidence file to HLC two weeks prior to one of these dates. The college must be able to provide evidence of what we are currently doing.

Board member Lee acknowledged Michael Parker for his help in writing the initial report to HLC.

Mr. Moses explained the accreditation standard pathway to the Board members.

Institutional Effectiveness

Dr. Nic Richmond, Assistant Vice Chancellor for Institutional Research, Planning and Effectiveness reported on the next steps of institutional effectiveness. Dr. Richmond reported that to improve institutional and operational effectiveness, the College is adopting Lean Six Sigma and using the Seven Deadly Muda as a way of identifying sources of waste in Pima's processes.

Reports by Representatives to the Board

Student –Derrick Espadas

Student representative Derrick Espadas highlighted student sponsored activities at each of the campuses.

Students presented the following concern to the Board:

The social service departments reported that students have had difficulty with some of the advisors at the transfer institutions. Rosa Morales, Instructional Faculty for Social Services has offered to act as intermediary and help resolve any issues.

Temporary Staff – no temporary staff representative present-Vacant

There was no report.

Staff – Michael Tulino

Staff Representative presented the staff report.

Staff did not present a recommendation/concern to the Board.

Adjunct Faculty – Carlo Buscemi

Adjunct Faculty representative Carlo Buscemi did not have a report.

Adjunct Faculty did not present a recommendation/concern to the Board.

Faculty – David Morales

Faculty Representative David Morales presented the faculty report.

Faculty did not present a recommendation/concern to the Board.

Administrator – Nina Corson

Administrator representative Bruce Moses, on behalf of Nina Corson, presented the administrators' report.

Administrators did not present a recommendation/concern to the Board.

Chancellor's Report

Highlights of Chancellor's report included:

- Thanked some key folks who were part of the process to successfully get PCC off sanctions and be in good standing with our peers.
- Thank You Celebration on April 29th from 2-6 p.m.
- PCC's efforts to get Pima and Maricopa back into the state budget
- Futures Conference
- Facilities Master Plan
- Student transportation survey
- Increase in summer enrollment
- Department Chair Task Force work
- Faculty leadership handbook
- PCC Foundation work
- Diversity Plan

Board Chair Hanna asked that Chancellor Lambert bring to the next Board meeting some comparison on the Diversity Plan showing PCC as a benchmark for the diversity plan and an explanation of the campus reorganization right down to the department chair information.

INFORMATION ITEMS

Financial Report – February 2017 Financial Statements

This item was noted as an information item.

Employment Information

This item was noted as an information item.

Adjunct Faculty Appointments

This item was noted as an information item.

Administrative Procedure Changes

AP 3.11.01: Family Educational Rights and Privacy Act (FERPA), Educational Records Compliance and Procedures and AP 6.06.01: Intellectual Property Ownership were noted as information items.

Administrative Procedure Transition Update

RG-3001/A: Faculty Standards and Qualification; RG-3502/D: Record of Student Complaints; SPG 3104/AA: Catalog Information; SPG-3105/AA: Curriculum Alignment, Unification and Placement and SPG-3105/GA: Criteria for Placement of New Programs were noted as information items.

Board Policy Substantive Changes – First Reading

BP 1.16: Institutional Effectiveness and BP 3.31: Student Conduct and Ethics were noted as information items.

Multiple Program Conversions from Concentrations to Stand-Alone Certificates

This item was noted as an information item.

Placement Test Fee

This item was noted as an information item.

Unclassified Pay Rates for Temporary Employment-Pay Rate Range Adjustment

This item was noted as an information item.

Unclassified Pay Rates for Temporary Employment-Student Peer Mentor

This item was noted as an information item.

ACTION ITEMS

Consent Agenda

Motion No. 201704-03

Demion Clinco – M, Meredith Hay – S, to approve the Consent Agenda.

- 4.1 (1) Approval of Minutes of the following meetings:
- A. Study Session of Study Session February 27, 2017
 - B. Special Meeting to conduct Executive Session on March 8, 2017
 - C. Regular Meeting of March 8, 2017
- (2) Board Policy — Final Reading
 - (3) Intergovernmental Agreement: Marana Unified School District No. 6
 - (4) Intergovernmental Agreement: Arizona Small Business Development Center Network (AZSBDC) on behalf of Maricopa Community College District
 - (5) Intergovernmental Agreement: Town of Marana
 - (6) Contracts: Books, eBooks, and Audiovisual Materials
 - (7) Contract: Increase to FY17 CampusEAI Maintenance Renewal for College Portal and Mobile App
 - (8) Contract: Integrated Design Lab Equipment for Advanced Manufacturing Programs
 - (9) Multiple Program Inactivations
 - (10) Correspondence Education Approval

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

Motion CARRIED.

Possible nomination for Chancellor Emeritus recognition

Board member Lee nominated Dr. James Manilla, he was president of PCC from 1979-1987. Decision will be announced at the May Board meeting.

OTHER ACTION ITEMS

Academic Year 2017-2018 Student Tuition and Service Fee

Motion No. 201704-04

Demion Clinco – M, Sylvia Lee – S, to approve a \$3.00 increase to In-State Resident and Non-Resident (including online and summer) tuition, as well as an international fee of \$75.00 per semester, for the 2017-2018 Academic Year.

Vote: Board members Mark Hanna, Demion Clinco, Sylvia Lee, and Meredith Hay voted “aye” by voice vote. Luis Gonzales vote “nay” by voice vote.

Motion CARRIED by roll call vote

Capital Budget Plan for Fiscal Year 2018

Motion No. 201704-05

Meredith Hay – M, Demion Clinco – S, approve the capital projects and estimated lifecycle needs for Fiscal Year 2018. The budget includes \$7.9 million for capital projects in Fiscal Year 2018.

Vote: Board members Mark Hanna, Demion Clinco, Sylvia Lee and Meredith voted “aye” by voice vote. Luis Gonzales voted “nay” by voice vote.

Motion CARRIED

Ongoing consideration of proposals from Santa Cruz County Provisional Community College District (SCCPCCD)

Motion No. 201704-06

Demion Clinco-M, Meredith Hay-S, to authorize Chancellor to continue to explore the viability of proposals from SCPCCD for a possible memorandum of understanding (MOU) with PCC that could eventually lead to an intergovernmental agreement (IGA) between SCPCCD and PCC for the provision of educational services by PCC in Santa Cruz County.)

Board member Gonzales offered as an amendment to add a requirement that the Chancellor report back to the Board at the regular May meeting whether the College is prepared to proceed with an MOU.

Board member Clinco accepted the suggestion as a friendly amendment.

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

Motion CARRIED

Board member Gonzales noted that, per parliamentary procedure, there should be a vote on the motion amended. Mr. Gonzales noted his concern that he does not want someone coming back to challenge the motion of the Board because the Board didn't motion properly.

Jeff Silvyn, Legal Counsel explained that in larger organizations this procedure is typically followed, because this Board a smaller organization, Robert's Rules of Order allows the maker of the motion to accept an amendment as a friendly amendment, there is no need for a second vote.

ADJOURNMENT

Adjournment

The meeting adjourned at 8:54 p.m.

Secretary

Date