

PIMA COUNTY COMMUNITY COLLEGE DISTRICT

A Study Session of the Pima County Community College District Governing Board was held on Monday, August 21, 2017 at 4:00 p.m. in the Community Board Room, C-105, at the District Office, 4905 E. Broadway Blvd., Tucson, AZ 85709-1005.

Persons in Attendance

Board Members:

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

General Counsel

Jeffrey Silvyn

Recording Secretary

Andrea Gauna

Administration

Lee Lambert, Chancellor

1. Call to Order
Mark Hanna called the meeting to order at 4:05 pm.

2. **LEMAP Review**

Chris Albers, Chief of Police discussed the findings and recommendations published in the general review of the Pima Community College Police Department (PCCPD) conducted at the request of College Police Chief. Under the auspices of the International Association of Campus Law Enforcement Administrators (IACLEA) Loaned Executive Management Assistance Program (LEMAP), this review was conducted during the period of March 26, 2017.

Bill Ward, Vice Chancellor for Facilities provided an overview of what lead to the assessment of the police department. In 2013, a consultant was hired to do a security and threat assessment. The Board approved \$3.1 million of funding for security enhancements. Some of the projects included fencing in some areas and classroom lock changes.

A Clery compliance audit was conducted in 2015. The report is being finalized and will be out at the beginning of October. As part of Clery, a compliance officer will be hired.

Mr. Ward noted that PCC's police department lost their accreditation a few years ago and their goal now is to become reaccredited.

Chief Albers noted that he was brought to PCC to assess and reorganize the police department. He had experience working with IACLEA and using LEMAP as an assessing tool and decided to do a full review of the department in March 2017. The reviewers consisted of 3-4 police chiefs from like type institutions.

There was a draft of the review in June 2017 and Chief Albers created an executive summary that appeared online in August 2017, it was open for public comment.

Chief Albers reported that the police department is moving towards a community policing based model, instead of the more municipal model currently being used. Officers will be based at the campuses in order to develop relationships with the communities in those areas.

The department currently has 55 positions of which 33 are sworn officers and 29 officers are on patrol at any given time. The size of PCC's force is thin compared to like-sized colleges and two positions are not filled at this time. He also noted that with a college our size, we should have 2.4 officers to each campus, we are below that number at this time.

Chief Albers noted that there were some issues with the responsibilities of the Community Service Officers (CSO), which has now been addressed. The CSO's understand their jobs are to observe and report.

LEMAP uncovered that there was a lack of leadership within the police department, lack of accountability, and inefficiency. Chief Albers is certain that going to a community oriented policy model will correct these issues but he did note that resources are a problem.

Chief Albers noted that our operational jurisdiction officers have police authority throughout our campuses and around the entire Tucson area but the department tries to keep their focus on the campuses.

Chief Albers said the department needs to better their relationships with other agencies and understands that mutual intergovernmental agency agreements are something they need to work on. The PCC police department does not have an intergovernmental agreement with the city or county but he did note that the agencies work well together.

Chief Albers reported that the Police Commander is tasked with far more responsibilities than she's able to accomplish. The positions will need to be reassessed and roles and responsibilities will need to be redefined. The department is currently developing goals and objectives, some of them include an annual summary of activities and updating policies. A policy and procedure review board will be developed.

Chief Albers reported that the department's policies are outdated and discovered that a lot of them were not being followed. He noted that this is not unusual in his experience but he is concerned and will make sure the department is adhering to the policies. He also noted that in order to become accredited, policies must be updated.

Documentation of department training was discussed and Chief Albers noted his plans to maintain accurate records of training. He has hired an administrative supervisor to handle the records.

A sexual assault investigation policy has been created because the department's policies were inadequate as it relates to compliance and developing internal tracking systems of complaints.

Chief Albers noted that the department currently has a policy on officers carrying personal weapons. The department has procured enough rifles to outfit all officers who are authorized to carry rifles, so that will no longer occur. The policy will be addressed once the rifles are put into the system and issued to the officers.

Chief Albers also discussed the policy that allows officers to carry their own personal weapons as backup. He noted that the department is adhering to the Arizona Post policies and procedures and added that Arizona policy allows this. He also noted that this is standard in police departments in the state of Arizona and across the country.

Chief Albers reported that the department participates in DUI task force, there are currently four officers trained. He reported that if they view someone breaking the law, they will enforce the law. The officers perform traffic stops as part of the training. Chief Albers also noted that the officers are aware that students and campuses are their priority.

The LEMAP was shared with all police employees. There have been discussions with the employees and they were surveyed on the model change to get feedback.

3. **Local Student Recruitment**

Joi Stirrup, Advanced Program Manager for Enrollment Management and Lisa Brosky, Vice Chancellor for External Relations reported on the immediate and positive impact recruiting has made on rebuilding both school and community relationships, and how it can develop further.

In 2011, the previous Chancellor disbanded the outreach and recruitment team and enrollment began to decline. It was evident that the team was needed in both the community and schools. In 2014, the student outreach and recruitment unit was reinstated and their goal was to rebuild a positive community relationship.

In August 2016, the unit was restructured to admissions and recruitment. Key Performance Indicators (KPI) were defined, a strong mission statement was developed and they aligned with External Relations.

The unit is a team of six with most members having over 10 years of service. The team includes Joi Stirrup, John Farrell, Shawn Graham, Rose Rojas, Victor Salazar, and Ryan Sermon. They understand their obligation to be there for the students and support the student experience. The most important part of their job is to serve as motivators and make every effort to be in all schools in their service areas. They attend events and partner with community agencies to increase access.

Ms. Stirrup noted that the team engages with the high schools and develops relationships with their employees. They develop and maintain relationships with the counselors, coordinate campus visits, and attend open houses and PTA meetings.

Ms. Stirrup also highlighted some of the college-wide initiatives the team has led or was a part of. Parent University, PCC4Me and Open Houses, Multi-Campus Tour Day, PCC UA Transfer Days, UA Bridge Night, FastPass, #AprilMayTriplePlay, and Connect U are some of those events.

Ms. Stirrup noted that the pccthinksmart.com digital marketing link is a very useful tool to help students get quick access to PCC's enrollment application. She noted that we are at the highest number of applications in the past four years. She noted that the team is turning inquiries into applicants.

Chancellor Lambert noted that PCC needs to use multiple measures and has tasked the Provost to work with Faculty Senate on this.

Ms. Stirrup noted that the number of students we get from high schools is 36%, an increase over the state average at 33%. She noted that students want to attend Pima.

The team is increasing access through community partners like LULAC, Mayor Rothschild's Community Schools initiative, M.A.G.I.C. Weekend for Active Duty and Military Reserve, Focus on the Future, AZSCA Fall Tours, "Pima Presence" and NAU foster grandparent program.

Pathways, Centers of Excellence, multiple measures, block scheduling, prior learning assessment, and leveraging Marketo and Salesforce sync or Client Relationship Management (CRM) are some of the opportunities ahead that the team will be focusing on.

Board Chair Hanna asked the team what the Governing Board can do to help out. Ms. Stirrup would like the Board members to attend as many events as they can. Board member Clinco offered to facilitate community engagement activities to help out the team.

The meeting adjourned at 6:17 p.m.

Secretary

Date