

## **PIMA COUNTY COMMUNITY COLLEGE DISTRICT**

The Regular Meeting of the Pima County Community College District Board of Governors was held on Wednesday, October 11, 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  
Luis Gonzales  
Meredith Hay  
Sylvia Lee

### **REPRESENTATIVES TO THE BOARD**

Nick Betts-Childress, Student  
Joi Stirrup, Staff  
Sean Mendoza, Adjunct  
Brooke Anderson, Faculty  
Nina Corson, Administrator

### **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, External Relations  
Gregory Busch, Vice President of Instruction and Transfer Pathways  
Alison Colter-Mack, Assistant Vice Chancellor, Human Resources

Nina Corson, Dean of Mathematics and Student Affairs  
Suzanne Desjardin, Dean of Social Sciences and Student Affairs  
David Doré, Campus President, Downtown and Northwest Campus  
Esperanza Duarte, Special Assistant to the Chancellor, Acting  
Dolores Duran-Cerda, Provost and Executive Vice Chancellor, Academic and Student Services  
Julian Easter, Assistant Vice Chancellor for Academic Affairs  
Libby Howell, Executive Director for Media, Community and Government Relations  
Karrie Mitchell, Assistant Vice Chancellor for Enrollment Management & Student Affairs  
Lorraine Morales, President, Community and East Campus  
Melissa Moser, Executive Director of Financial Aid and Title IV Compliance  
Bruce Moses, Assistant Vice Chancellor for Accreditation  
Ann Parker, Vice President of Student Affairs and Transitions  
Michael Parker,  
Morgan Phillips, Campus President, Desert Vista and West Campus  
Terry Quest, Assistant Vice Chancellor for Finance  
Nicola Richmond, Assistant Vice Chancellor, Institutional Research & Planning  
Ian Roark, Vice President of Workforce Development  
Irene Robles-Lopez, Vice President of Student Development  
Ted Roush, Campus Vice President  
Bill Ward, Vice Chancellor for Facilities

## **GENERAL MATTERS**

### Call to Order

Mark Hanna called the meeting to order at 5:30 p.m.

### Pledge of Allegiance

Sylvia Lee led the Pledge of Allegiance

### Roll Call

All Board members were present.

### Governing Board Recognition and/or Awards — Chancellor Emeritus recognition

The Governing Board recognized former President, S. James Manilla with Chancellor Emeritus status for his outstanding accomplishments and contributions to the College.

Georgia Brousseau was invited to say a few kind words about S. James Manilla. The Board members and Chancellor Lambert presented an award to the Chancellor Emeritus recipient.

### Public Comment – Call to Audience

Javier Herrera, Micali Paul Sherman and Ann Yellott-Summary and highlights of the 6<sup>th</sup> Annual Youth and Peace Conference.

Georgia Brousseau-East Campus classes and programs

Linda Cortier-Comment regarding first reading of BP 1.25

Kyle Herrington-Block scheduling

Sandra Faulk-Comment regarding first reading of BP 1.25 representing ACES

Daisy Rodriguez-Pitel-Study abroad opportunities at PCC

Matej Boguszak-Comment regarding first reading of BP 1.25 representing PCCEA

Steve Mendoza-Comment regarding first reading of BP 1.25 representing AFSCME

Joe Thomas-Comment regarding first reading of BP 1.25 representing Arizona Education Association

### Remarks by Governing Board Members

Board Chair Hanna reported on some of the events he attended over the past month, those events included a tour of Dental Studies, the Victoria Foundation event, ACCT Leadership

Congress, and the Center of Excellence Forum. Board Chair Hanna congratulated Dr. Francisca Hernandez for receiving the Victoria Foundation Award, Chancellor Lambert for receiving the CEO of the Year Award from ACCT, and Sandscript and AZTEC Press for the recent awards.

Board member Clinco congratulated Chancellor Lambert for receiving the CEO of the Year Award and the College for their hard work.

Board member Lee thanked all of the employee groups for coming out to speak. She noted that Chancellor Lambert has their best interest at heart and we need to come together to work on a solution.

Board member Gonzales reported on the recent campus tours he took at Northwest, Downtown and East Campuses. He had the opportunity to talk with students and returned back to Northwest to attend Hispanic Week. He also attended the Diversity Officer's Forum. He noted that the College must take ownership of the policies we create and the Chancellor must come back with more information on collaborating with employee groups.

## **REPORTS**

### Administration Report

#### **Accreditation Update**

Bruce Moses, Assistant Vice Chancellor for Accreditation and Quality Improvement reported that the Higher Learning Commission (HLC) will do a multi-location visit October 23-24, 2017. Dr. Irene Kovala, HLC Peer Reviewer will visit the PCC sites at Davis-Monthan Air Force Base, Casino Del Sol Resort, and Tucson Public Safety Academy.

There will be an HLC Correspondence Education visit in December, Ms. Ann Miller Wood, Chair and Ms. Kathlene Thurman, Team member will be visiting. The correspondence program offers a Customer Service Certificate.

Mr. Moses provided an update to Criterion 1-5 and noted that he will bring Wendy Weeks to the next Regular Board meeting to report on Criterion 5.

Mr. Moses also reported that he received communication from HLC that Pima's Student Report webpage was identified to be used as a best practices model for other colleges.

#### **Enrollment Update**

Karrie Mitchell, Assistant Vice Chancellor for Enrollment Management and Student Affairs reported on the enrollment coaching engagement with Blackboard, Inc. that happened over the summer. She noted that the campaign had a series of 49,733 engagement activities (emails/phone calls) went out to 7,800 students and it resulted in approximately 1,315 enrollments; 426 incremental enrollments (who would have not enrolled without coaching).

Dr. Mitchell provided an executive summary describing the details of the engagement and results of a survey conducted during the campaign. One of the major takeaways of this survey was that cost/affordability and reputation **are not** one of the reasons students don't

come to Pima but it did reveal that we may not be providing the right programs for our market.

Dr. Mitchell also noted some areas of interest for 2018 Pima candidates include health/medicine, STEM, business, and computers/IT.

Board Chair Hanna asked for the status of the admissions application issue. Dr. Mitchell noted that testing is just finishing up for the returning and transfer application and will be coming online soon.

### Reports by Representatives to the Board

#### *Student – Nick Betts-Childress*

Student Representative Nick Betts-Childress highlighted student sponsored activities for each of the campuses. Some of these activities include the 2017 Hope Fest at the Tucson Convention Center, Suicide Prevention Awareness, Domestic Violence Awareness Event, Emerging Leaders Student Summit, Clothesline Project, and the Harry Potter Halloween celebration. Mr. Betts- Childress also noted that the Senators voted to create a committee to review/revise their proposed bylaws for this year.

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

#### *Staff – Joi Stirrup*

Staff Representative Joi Stirrup reported on the Staff Council elections for chair and officers. She also noted that members are being assigned to the following committees: Bylaws, Outreach, and Elections.

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

#### *Adjunct – Sean Mendoza*

Adjunct Representative Nick Betts-Childress reported that adjunct faculty will be recognized at the 10, 20, 30 years of service event at the Pima Air and Space Museum in December.

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

#### *Faculty – Brooke Anderson*

Faculty Representative Brooke Anderson reported on the subcommittee recruitment for Guided Pathways, “Working with Employees, Evaluation, Development, and Q&A” training, Faculty Senate letter of support of DACA students, CDAC structure recommendations, and a meeting to discuss faculty concerns of new faculty leaderships position’s workload, uneven clerical support, and compensation. Ms. Anderson also recognized faculty on recent accomplishments.

Faculty Senate shared their concerns with BP 5.01 and the course audit that was conducted and how it may affect the faculty compensation.

#### *Administrator – Nina Corson*

Michael Amick reported on behalf of Administrator Representative Nina Corson. Their report was similar to the one in September. Mr. Amick added that the Administrators would like to thank faculty and staff for working so well with the students, especially students who feel they may not succeed.

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

### Chancellor's Report

Highlights of Chancellor's report included:

- Thanked Board member Clinco for speaking at the Flinn Foundation.
- Applied Technology Center of Excellence Summit
- Arizona Chamber of Commerce/Arizona Advanced Technologies Corridor
- Advocate of the Year Award
- Board authorized support of DACA
- LEMAP-Chancellor will have a solid draft available to the College by the end of the month.
- Ricardo Castro-Salazar being recognized by the Mexican Embassy
- Summer program
- Block Scheduling
- CDACs acceptance of Faculty Senate recommendation
- Chancellor's ACCT Award-Chancellor Lambert thanked all faculty, staff, employees, community and students because they were a great part of this award.

Chancellor Lambert addressed the BP 5.01 issue by saying that these changes to the policy will not change Meet & Confer and it is not going away. He also noted that all employees will have input and he will keep the channels of communication going.

Board member Gonzales requested that the Chancellor provide the Board with a rationale as to why parts of BP 5.01 are being deleted. He would like to know how these decisions came about to give the Board members a better understanding.

## **INFORMATION ITEMS**

### Financial Report – July 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.

### Board Policy Substantive Changes — First Reading

BP 1.25: Meet and Confer with Employee Representatives — *Revised*

BP 5.01: Personnel Policy Statement for College Employees — *Deletion*

BP 5.02: Faculty Personnel Policy Statement — *Deletion*

BP 5.03: Classified Exempt Personnel Policy Statement — *Deletion*

BP 5.04: Classified Non-Exempt Personnel Policy Statement — *Deletion*

BP 5.05: Administrative Personnel Policy Statement — *Deletion*

These items were noted as information items.

## **ACTION ITEMS**

### Consent Agenda

#### **Motion No. 201710-02**

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 September 5, 2017
  - B. Special Meeting to conduct Executive Session on September 13, 2017
  - C. Regular Meeting of September 13, 2017
- (2) Grant Proposal: U.S. Department of State for Bécalos Program
- (3) Grant Proposal: 2017/18 Highway Safety Plan for Impaired Drivers and Occupant Protection Program
- (4) Contract: En Pointe Technologies for Microsoft Software

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

**Motion CARRIED.**

## **OTHER ACTION ITEMS**

### Board Policy — Final Reading – BP 2.01: Diversity and Inclusion — Revised

#### **Motion No. 201710-03**

Meredith Hay – M, Demion Clinco – S, to approve the revised BP 2.01: Diversity and Inclusion.

Board member Gonzales moved to make an amendment to strike the word “aspires” and insert the word “commits”.

Board member Hay did not agree to the change and did not accept the amendment.

Board Chair Hanna seconded Mr. Gonzales’ amendment to change “aspires” to “commits”.

Board member Hanna asked Jeff Silvyn, Legal Counsel if there are any legal ramifications related to using either the word “aspires” or “commits”. Mr. Silvyn noted that there should be no risks or liabilities to the College for the language change.

Board member Clinco requested a roll call vote.

Mark Hanna, Sylvia Lee, and Luis Gonzales voted “aye” by voice vote. Demion Clinco and Meredith voted “nay” by voice vote to change the word “aspires” to “commits” in BP 2.01.

**Motion CARRIED**

Board members voted by roll call to approve BP 2.01 as amended.

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

**Motion CARRIED**

Contract: Bookstore, Food Service, and Vending Services, 2017-2021

Board member Clinco noted that there he received a complaint about the quality of food served by Follett. He would like make the administration aware of the situation and would like it monitored to make sure the vendor is in compliance with the current contract and the contract they are going to approve.

Chancellor Lambert noted that he will make sure this situation is looked into.

Dr. Dave Bea, Executive Vice Chancellor of Finance and Administration provided a brief history of the process for selecting this vendor.

**Motion No. 201710-04**

Meredith Hay – M, Demion Clinco – S, to approve the contract with Follett Higher Education Group (Follett) for bookstore, food service and vending services management. The four-year agreement, from November 1, 2017 through June 30, 2021, shall provide the College with commissions based on annual sales. For the first year of the agreement, Follett shall provide the College with a guaranteed annual income of \$700,000.

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

**Motion CARRIED**

Pima Community College Foundation Services Agreement

**Motion No. 201710-05**

Demion Clinco – M, Sylvia Lee – S, to authorize the Chancellor or designee to execute the Services Agreement with the Pima Community College Foundation as written and the dollar amount is not to exceed \$600,000.

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

**Motion CARRIED**

Authorizing the Chancellor to develop an Intergovernmental Agreement with Santa Cruz County Provisional Community College District

Chancellor Lambert noted that he would like an agreement to come back to the Board for approval in December.

**Motion No. 201710-06**

Meredith Hay – M, Demion Clinco – S, to authorize the Chancellor to conduct negotiations with Santa Cruz County Provisional Community College District (SCCPCCD) for a possible multi-year educational services intergovernmental agreement (IGA), with the understanding that should the Chancellor determine to recommend such an agreement, the proposed IGA shall be subject to review and approval by the Board.

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

**Motion CARRIED**

Future Agenda Items

Board member Gonzales asked for clarification on how this item works and how a Board member can get an item on future agendas.

Mr. Silvyn noted that this item gives the Board members an opportunity, in a public setting, to make a request for an agenda item. It is the responsibility of the Board Chair to put these items on future agendas.

Board member Gonzales would like to consider putting an item on the agenda to discuss the budget process.

Board member Lee suggested report on and Active Shooter/Emergency Evacuation Plan.

Board Chair Hanna would like a revision of the Governing Board Reporting Calendar.

**ADJOURNMENT**

Adjournment

The meeting adjourned at 8:45 p.m.

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Secretary

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Date